

Optimizing Board Meetings



CENTER FOR
**LEADERSHIP,
STRATEGY &
GOVERNANCE**



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**BEST
PRACTICES**

Meeting overload, especially with the required disclosures for credit union boards, is a concern. However, done well, credit union board can be managed for effectiveness and efficiency. Consider the mix of content, format, director “homework,” and strategically create an agenda that optimizes director energy, input, and the strategy of your credit union while minimizing the detailed (but necessary) requirements.

SETTING EXPECTATIONS

Agenda setting is the key to achieving what you want from your board and board meetings.



Credit union leaders want their boards spending less time reflecting on the past and more time talking about the future.

46%

current time spent on future



66%

ideal time spent on future

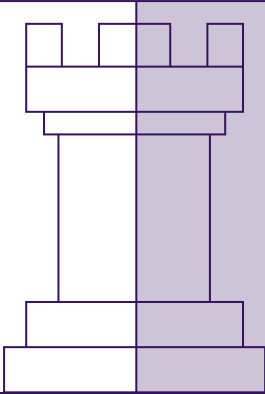
Who is currently involved in setting agendas?

91% CEO

67% Board Chair

2% Directors

Be strategic about what is included in your agenda and when it falls in the agenda.



Start meetings with strategy while energy and creativity levels are still high.



Create a process for soliciting agenda items from directors in advance of board meetings.

If an item is too tactical, communicate that before the meeting and leave it off the agenda.

DETERMINING HOW AND HOW OFTEN TO MEET

You can still be strategic about how you hold your board meetings even if the minimum number of meetings is required by regulation.



On average each year, credit unions hold **9 face-to face** meetings and **5 virtual** meetings.

The most popular length for a board meeting?

65%
of credit unions say **1.5–2 hours**.

Flip the meeting ratio, moving to less frequent in-person meetings for more strategic, big-picture thinking and more frequent, virtual meetings to handle your routine matters.

Consider asynchronous meetings to gather consent votes within a specified date range.

If votes are not unanimous, add the discussion into a synchronous meeting.

MAXIMIZING YOUR BOARD'S TIME

Board pre-work is important, but it needs to stay just that:



PRE-WORK

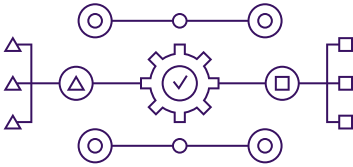
Do credit unions think their boards currently come prepared to meetings?

38% Yes **56%** Somewhat **6%** No

Avoid undermining your goal of more strategic discussions by rehashing the pre-work.

Address questions and discuss the pre-work, but do not present a full overview of the content.

Consider how committees can streamline your board meetings.



Use committees for deeper work, keeping the full board informed and making decisions for full board adoption.



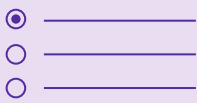
Bonus: In addition to bringing focus and depth of skills to the board, rotating members across committees can help avoid burnout.



ABOUT THE DATA

43

question survey on board practices



Respondents from

85

U.S. credit unions



89%

CEOs/presidents

11%

other executives

ASSETS

>\$1B **54%**
\$1B–500M **19%**
\$500M–100M **16%**
<\$100M **11%**



44%
federally chartered



56%
state chartered

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