

Nicholls, Gina R.

From: Amy Howorth <amyhoworth@gmail.com>
Sent: Tuesday, July 21, 2020 5:08 PM
To: Steve Swan; Rick Rogers; Lois Henry; Bob Fultz; Rick Moran; Lew Farris; Nicholls, Gina R.
Subject: [External] approximate agenda for tomorrow ad attachment
Attachments: slvwd code of conduct policy.pdf

Dear SLVWD Board Members,

I'm looking forward to seeing you tomorrow!

Below is a rough outline of the day. We may spend more or less time on a topic and I may change things up depending on your interest level. I wanted to have an idea of what to expect. I also made a mistake when I attached your board policy in yesterday's email. I am attaching the appropriate file today. I wanted to let you know that my colleague, Shirley Concolino will be observing. She and I have many upcoming projects together and since the virtual space is somewhat new, I wanted her to see how I structured our workshop.

Please let me know if you have any questions or concerns. Thanks in advance for your flexibility.

See you tomorrow!

Amy

10:00 am Board President Opens Meeting

I don't have an idea on how much public comment there will be, so I am estimating when I will start my facilitation.

10:20-10:30 - My intro- which should take roughly ten minutes. I'll introduce myself to any public that is watching and remind us all why we are here and what we want to accomplish. I'll give an overview of what brought me here and state our objective. I'll preview the agenda; and we will set ground rules *together*.

10:50- Introductory Exercise. I will break the Board Members into 2 groups (3 & 2) and you will spend 5-8 minutes on the task. The task involves thinking and writing. Then we will reconvene and share and talk about what each group created. I'll use the whiteboard feature of Zoom to document the two teams' work. In total this may take 15-20 minutes.

11:15 We will talk about the attributes of exceptional board members (I sent you two articles about this).

11:30- ten minute break (please don't hesitate to ask for one sooner! And if you don't need ten minutes we can adjust!)

11:40 We will dig into campaigning vs governing, starting with the article I sent you. We will use the breakout room feature again (different configurations) We will talk about the necessary differences in them and some potential strategies for dealing with transitioning to governing. We will refer to the upcoming election in broad terms. We will also be looking at some other water agencies websites.

12:15 LUNCH (you decide how much time you want. At this point we will log off of zoom and then log back on and agreed upon time

1:00 pm A look at Board & Roles & relationship. How to maximize everyone's time and effectiveness. We may break into groups again for this. TBD.

1:30 Transparency, the Public and Trust- You will work together (or on the groups) to define what transparency means for SLVWD and how your individual and collective actions can enhance transparency and trust.

2:00- break

2:15 Team Norms/Best Practices/ You Name it. Literally. Please read the article that I sent as well as the examples from Scotts Valley, Los Altos. This is where I want you to also have your own Board Policy available for reference We will discuss what this is and is not; why it can help and then discuss ways to make it stick.