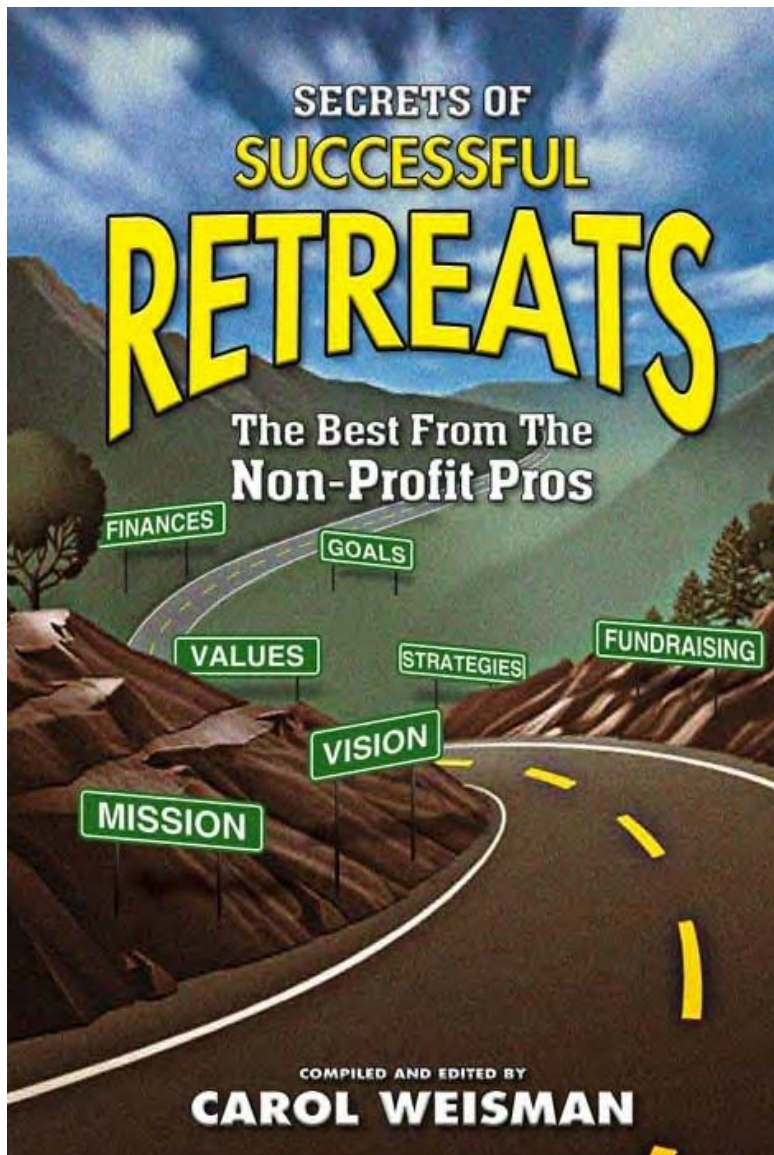


# Board Retreats:

How to Build It so They WILL Come



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# Retreats for Bar Associations

## Board Retreat

*With Carol Weisman, MSW, CSP*

Setting Goals:

What are some of the things you might want to accomplish at a retreat

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How much time do you need to accomplish these goals? Can you get it done in 5 hours, say from 4:30-9:30 on a weeknight? Or do you have an issue or issues that are going to take 10-15 hours and will take at least an evening and a full day or more?

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Strategies for board attendance: (remember the power of the Carol Weisman, [www.BoardBuilders.com](http://www.BoardBuilders.com), 314-863-4422

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# Do you need a facilitator?

Reasons for using

facilitator: \_\_\_\_\_  
\_\_\_\_\_

Reasons for not using a facilitator: \_\_\_\_\_

The differences between a consultant, a pure facilitator and a content expert:

Location, location, location: When to have an away retreat, when to have it in town and how far away to go:

When is the best time and what are the objections to coming? Get them out on the table. If you have a lot of young attorneys with families, consider making child care available and a spouses program. Other potential objections? \_\_\_\_\_

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Pre-retreat questionnaires and interviews:

The ultimate question: What could we get accomplished that would make this retreat worth your time?

Ice Breakers:

1. Celebrations
2. Alternative careers
3. 3 things you have in common

Bring the mission to the meeting

Sample activities:

- 1.
- 2.
- 3.

Set Ground rules

1. Phones
2. Behavior
3. Who participates

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## Creating an action plan:

1. This should be an on going process from the time you begin the retreat
2. There should be a time frame
3. A person should be specifically responsible

## Closing activities:

1. Leave at least 30-45 minutes to debrief.
2. Ask all participants to share what went well and what could have gone better.
3. Review what you have accomplished and what everyone has agreed to do.
4. Have a plan to contact members who could not attend.

## Post-retreat follow-up:

1. Send the minutes to everyone
2. Thank folks who came
3. As tasks are completed, celebrate the accomplishments
4. Plan for the next retreat!