

Sharing Our Success (SOS) Submission Form

Chapter Name:	Nashville
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Chapter Membership Size:	Medium (100-249)
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Chapter Board Position:	President Elect
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Chapter Website URL:	https://atdnashville.org/
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Submission Title:	The Platter: A Recipe for Board Alignment
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What did you do? (a 2-3 sentence summary of your effort):	During the December 2025 board retreat, ATD Nashville introduced a collaborative board onboarding and alignment activity called "The Platter" - a three-section framework covering board members' non-negotiables (have-to-dos), goals (get-to-dos), and commitments (how we work together). The full board co-created the content for each section, then aligned on common expectations, accountability, and working norms. To keep it relevant, the platter is revisited periodically at board meetings and at the mid-year retreat to incorporate the voices of members who joined after the initial session.
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Who benefitted from this effort (Target Audience) Check all that apply:	Chapter Members Board Members
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Why did you do it? What chapter needs were addressed?

ATD Nashville's board nearly doubled in size, growing from 11 members in 2025 to 21 members in 2026. With this growth, we recognized the need for an intentional onboarding and alignment process that would help board members begin the year with a shared understanding of expectations, responsibilities, and ways of working together.

The Platter activity addressed the need for early collaboration, role clarity, and shared accountability. During the December retreat, 100% of board members in attendance had the opportunity to contribute ideas, ask questions, and reflect on the work ahead. This helped ensure that both returning and new board members had a voice in shaping how the board would operate.

We implemented this activity because we know a unified board is better positioned to serve members, make decisions, and advance chapter goals. By aligning early, the board reduced the risk of disconnected efforts and created a common foundation for collaboration throughout the year.

What were the measurable outcomes? (May include data regarding financial gains, membership increases, target audience satisfaction levels, publicity for the chapter or for the profession, etc.)

The Platter activity resulted in a completed, board-approved onboarding and alignment tool for the 2026 ATD Nashville board. The activity was completed during a 45-minute retreat session, with 100% of board members in attendance contributing to the discussion. Board members collaboratively documented three areas: required responsibilities of board service, benefits and opportunities of serving, and shared norms for working together effectively.

The platter is now used as a living accountability resource during board meetings. Success is measured by board participation in creating and revisiting the document, the frequency of platter check-ins during the year, updates made based on new board member input, and board member feedback on clarity, collaboration, and accountability. Early outcomes include stronger alignment around expectations, a shared language for discussing board service, and a repeatable onboarding practice that can be used by future ATD Nashville boards.

**What steps did you take to implement this effort?
(Remember that other chapter leaders will use this to replicate the effort. Be specific)**

1. Describe, draw or display a platter divided into three sections.
2. Ask board members to identify their have-to-dos: the required responsibilities of accepting a board role.
3. Ask board members to identify their get-to-dos: the benefits, development opportunities, relationships, and rewards of board service.
4. Ask board members to define how we work together: the communication norms, support practices, and accountability expectations that will help the board succeed.
5. Review the completed platter as a group and ask:
Do we agree with what is listed?
What edits are needed?
How will we support one another in upholding this?
What should happen if someone is not meeting the shared expectations?
6. Revisit the platter throughout the year to keep it alive, especially when new board members join or during a mid-year retreat.

Is there anything you would do differently?

In the future, we would add more structure to the process for creating the third section of the platter, which focuses on how the board will work together. Rather than developing this section only through full-group discussion, we would first have small groups of two to three people identify eight key characteristics or behaviors needed to uphold the platter.

Each small group would then pair with another group to narrow their combined lists to the six most important characteristics. Finally, the full board would chart the responses, identify repeated themes, and create the final list together. This approach would increase participation, give quieter voices more opportunity to contribute, and better ensure all board members are represented in the process.

When did you start working on this effort?

Nov 07, 2025

When did this effort go live?

Dec 13, 2025

Approximately how many hours were spent working on this? Include an estimate of hours spent across all board members and volunteers.

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What resources did you use? Check all that apply:	Board Members Other: Chart paper, markers, facilitator, and Google Doc for documenting the final platter.
Which board positions were involved in the effort?	President, Past-president, President Elect, 9 Vice-Presidents, 5 Directors
Do you have any additional insights to share with other chapters implementing this effort?	The collaborative nature of this activity is what makes it work. Chapters implementing this idea should focus less on producing a perfect final document and more on creating an honest conversation about expectations, support, and accountability. It is important to create an environment where board members feel comfortable being candid so that questions, concerns, and needs can surface throughout the process. Revisit the platter throughout the year so it remains a living guide for board collaboration and alignment rather than a one-time retreat artifact.
Please attach any documents that help support this submission. It is highly encouraged to submit editable files (ex. Word, Excel, etc): (additional documents and documents over 2MB should be sent to sos@td.org)	https://www.formstack.com/admin/download/file/19699144506
additional supporting documents:	https://www.formstack.com/admin/download/file/19699144511
additional supporting documents:	https://www.formstack.com/admin/download/file/19699144512
How did you become familiar with the Sharing Our Success (SOS) program? Select all that apply:	Chapter Leader ATD Chapter Leaders Conference (ALC) National Advisors for Chapters (NAC) NAC Area Call Leader Connection Newsletter (LCN)
Would you be willing to apply to present on this submission at the ATD Chapter Leaders Conference (ALC)? *Request for Proposals (RFPs) open in October of each year at td.org/alc. Selected session facilitators receive complimentary registration.	Yes
email_consent	true