**CIASTD Board Retreat December 14, 2009**

**Overview:**

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| **Section** | **Content** | **Facilitator** | **Timing** |
| **Welcome** | * ASTD Bingo (fun and prizes) | Andrea | 15 minutes  12:00 – 12:15 |
| **Setting the Stage** | * What it means to be a board member of a non-profit * My expectations for board members * Viewing yourself as a chapter leader first, a functional leader second | Andrea | 15 minutes  12:15 – 12:30 |
| **Connection Time** | * Review of board positions—we are all in this together! * Sharing our 30-second elevator speeches | Andrea | 30 minutes  12:30 – 1:00 |
| **Strategic Planning** | * Background information   + Background of CIASTD   + National resources—CLC, Geoff and Ken, ALC * Review of preparation work; development of mission, vision, and strategic focus | Brian  Andrea | 2.5 hours  1:00 – 3:30 |
| **Ways of Working** | * Review board values and go a bit deeper * Discuss ways of working and how we will hold ourselves and each other accountable | Andrea/Brian | 45 minutes  3:30 – 4:15 |
| **Logistics** | * Review calendar of meetings for 2010 (DimDim every other meeting) | Andrea | 15 minutes  4:15 – 4:30 |
| **Next steps** | * Review preparation work for January board meeting; ensure that everyone is clear | Andrea | 30 minutes  4:30 – 5:00 |