

“Roles, Risks and Rewards— The Three Rs for Co-op Boards”

Workshop details

What:

A training course to assist board members in running a co-op and understanding co-op governance and rules.

Where:

At your housing co-op or location of your choice.

When:

Any time you choose. We can be at your door with as little as 30 days’ notice.

Cost:

\$1,500 per co-op for up to 10 participants (\$50 for each additional participant).

Workshop length:

One day
(six hours, excluding breaks).

Who should attend:

Housing co-op board members, management and anyone interested in co-op governance.

How to sign up:

Call us to arrange your co-op’s on-site workshop.

Contact:

Douglas Klein, CAE
Executive Director
National Association of
Housing Co-ops
(202) 737-0797 x321
doug@coophousing.org
www.coophousing.org



1707 H Street, N.W., #201
Washington DC 20006

Delivered right to your co-op’s door. . .



“Roles, Risks and Rewards— The Three Rs for Co-op Boards”

A workshop to develop excellence in governance



Doesn't your housing cooperative deserve the best board possible?

Just like you, your fellow members call your housing co-op home. And they've elected you to represent them on your co-op's board of directors.

But when it comes to making decisions on capital improvements, finances or management, do you have a clear understanding of board responsibilities?

All too often, poor governance skills lead to troubled co-ops plagued by poor financial decisions and serious maintenance and repair problems. No one wants that.

That's why the National Association of Housing Cooperatives has created a daylong workshop to train directors how to successfully govern their housing co-op.

An opportunity to learn

"Roles, Risks and Rewards—The Three Rs for Co-op Boards" is a six-hour workshop that will build your co-op knowledge and show you how to work together as a board.

This unique course will explain how to:

- follow your bylaws and other legal documents
- operate under a common business philosophy
- execute board responsibilities ethically

Our specially trained instructors will demonstrate successful governance through interactive discussions, review exercises and hands-on activities.

Showing you how

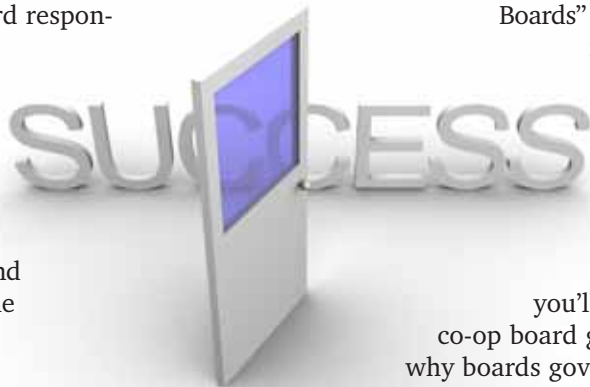
We'll conduct our "Roles, Risks and Rewards—The Three Rs for Co-op Boards" workshop at your co-op, referencing your organization's documents, financing and restrictions.

Our workshop is broken into three modules. In the first, you'll receive an overview of co-op board governance and learn why boards govern. The second will explore governance resources and how boards govern. In the third, you'll cover governance responsibilities by looking at what boards do and discussing their duties.

Our workshop will show you how to work with your members. You'll learn ways to develop and implement goals to enhance your community and increase its value.

By the end of day, you'll have the knowledge you need to become a successful, effective member of your co-op's board.

Call today to set up an "Roles, Risks and Rewards—The Three Rs for Co-op Boards" workshop.



"Roles, Risks and Rewards— The Three Rs for Co-op Boards"

Areas of focus

1. Explain different goals and purposes for cooperatives, and understand reasons that people enter into cooperatives and how boards must support them.
2. Examine different reasons that members become board members.
3. Review reasons for the development of goals by members and how the board must work with members to achieve those goals.
4. Discuss threats to the cooperative and the board's role in mitigating them.
5. Examine your co-op's six basic legal documents.
6. Discuss the elements of each co-op document and how each regulates co-op operations.
7. Review the four categories of board responsibilities.
8. Examine the basic activities and resources used for sound financial planning, analysis and management.
9. Review the National Association of Housing Cooperatives' "Director's Code of Ethics."
10. Discuss unethical board member behavior.
11. Examine the impact to the board, community and the image of co-op housing of unethical board member behavior.
12. Draft action plans to govern more effectively.