

# RUNNING YOUR MEETINGS

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# Creating an **engaging Club experience**



**Plan** all meetings with clear outcomes

- Create an “Engaging Club Experience”
- Have a “run sheet” and be organised.

**Declutter** the President’s role so that you have *time and energy* **to lead.**

# Be innovative and flexible

- Belrose style student lead meetings
- Scatter Meetings
- Combined Club Meetings
- Community Forums



# What is the nature of a Board Meeting?

- **Governance and compliance** - agenda, reports, decision making, minutes
- **Conducted** in a business like & professional manner using the vocational skills of members
- **Trained** members able to satisfy Board Meeting requirements



## THE BOARD MEETING

It is **not** :-

- a talk fest.
- a project planning meeting.
- an overly lengthy meeting



The AGM must be run in accordance with your Clubs Constitution and Bylaws

### *The Presidential Plane?*

