NOCCS Board Norms

This document came out of a 2013 Board retreat and has been revised over time. It is a work in progress!

Accountability and communication

- Be personally accountable. If you say you're going to do it, do it. If you can't, ask for help.
- Be clear about who is responsible for specific tasks and deadlines for finishing them.
- Make emails purposeful. Use clear subject lines. Make need for responses clear.
- Respond to emails in timely manner.

Our Expectations for Board Meetings

- Board members will show up prepared and ready to participate and be present.
- Pre-reads will be shared one week prior to meeting and everyone will come to Board meetings having read pre-reads and ready to discuss
- Ask questions to understand. Our role as Board members is to understand, dig deeper, and provide thoughtful feedback and guidance.
- We will be mindful of time—starting and ending on time, respecting agenda times
- We will start discussions with clarifying/fact finding questions
- Before speaking ask yourself, "Is this for me or does this add to the greater discussion?"