

The 7 Attributes of **Effective Hospital Board Meetings**TM

MISSION:

How to Organize and Run the Best Board Meeting
of Your Life Every Time!

YOU WILL LEARN HOW TO:

- ▶ Apply the 7 key ingredients crucial to a successful meeting.
- ▶ Master the role and responsibility of a highly-effective chairman.
- ▶ Ask six critical questions that demand a “yes” answer in order to justify calling a meeting.
- ▶ Use a checklist that professional speakers and meeting planners use to ensure meeting logistics are great.
- ▶ Utilize the 11 stepping stones of terrific attendance.
- ▶ Design effective, timely agendas.
- ▶ Start meetings in a positive and enthusiastic tone.
- ▶ Develop good meeting etiquette.
- ▶ Determine who holds the power seat, and how to use it.
- ▶ Handle meeting conflicts.

SEMINAR ATTENDEES SAY IT BEST:

“Every Hospital Trustee should attend, if the opportunity arises.
More importantly, get the opportunity.”

– Julie Bandemer, Trustee, Iverson Memorial Hospital, WY

“Awesome for my work as trustee and for my personal business.”

– Kathleen Poslusny, Big Lake City, MN

“Dynamic! Mixes humor and serious day-to-day knowledge important
to form a solid base for any and every meeting.”

– Kathleen Poslusny, Big Lake City, MN

