

Director Training 2020-2021

Wednesday August 26, 2020

7pm-10pm

Microsoft Teams – click your calendar invite to join.

Start Time	Topic	Length
7:00	Introductions	15 min
7:15	Training Objectives Electronic Meetings Director Manual Overview Conflict of Interest, Confidentiality and Privacy Policy Overview	15 min
7:30	Legislation, Bylaws & Policies <ul style="list-style-type: none">• The difference between bylaws, policies, and procedures.• Introduction to key legislation that the CSA follows.	20 min
7:50	CSA Rules of Order <ul style="list-style-type: none">• Summary overview of the sections within the CSA Rules of Order	30 min
8:20	BREAK	15 min
8:35	Board Meeting Structure (Agenda Review) <ul style="list-style-type: none">• How CSA Board Meetings are structured• What to expect from each section within the agenda.	25 min
9:00	Corporate Resolutions <ul style="list-style-type: none">• How to make motions and amendments	30 min
9:30	Robert's Rules <ul style="list-style-type: none">• Importance of rules of order• Common parliamentary procedures small group activity	30 min
OPTIONAL 10:00 - ?	AFTER SESSION OPTIONAL FUN <ul style="list-style-type: none">• Robert's Rules Online Tourney of Champs	?