CFP Meeting Efficiency Survey

Question Title 1 Agenda Ideas

1. Agenda ideas
Place time frame on each Agenda item, determine by conference chair/vice-
chair and Executive Leaders. Require a vote to extend discussion
When Agenda item opened, motion from the board to set a time limit for
discussion. Board drives time on their discussion needs.
Reverse order of Agenda items. i.e. New business, unfinished business, EB
reports. committee acknowledgements, etc
\square Keep agenda as we have, utilize Conference Whip to speed discussion, reduce
same comments.
Other (please specify)
Question Title
2. Committee Reports and Acknowledgements
Only committees present in person have option of verbal report. All other
report stand alone, no longer have teleconference reporting.
Have a "pre-meeting" conference call for committees to verbally report to
board. Recorded for review by EB prior to meeting.
Only committee reports with Board Action verbally report to
board. Acknowledgements would not report verbal, unless they express interest.
Acknowledgement of Committee Report done on consent calendar.i.e. one
motion to acknowledge all, unless specifically pulled for discussion.
Committee on stand-by for allotted time frame (i.e. 10-12). No more specific
time to call in.
No longer acknowledge reports that have no Board Action. Require
submission for Board Review, if discussion needed, EB would add to agenda at
start of meeting.
☐ Have a Committee report coversheet that identifies 1. Board Action needed. 2.
Verbal Report to Board 3. Time Frame. Arrange agenda based on committee
request.
□ No need to change how committee reports are done.
☐ Other (please specify)



Question Title

- 3. Robert's Rules
- Suspend all Robert's Rules for meeting. Set ground rules at beginning
- Reduce Robert's Rules further i.e. similar to Council Cheat Sheet
- [©] Keep Robert's Rules and use Conference Whip (Vice-chair) to reduce redundant comments.
- Other (please specify)