

Resources for Board Excellence

There are many excellent resources for board members who want understand and excel at their roles. This is a list of my own favorites, with some links to additional resources on my own website, www.Tasha-Harmon.com.

On the Responsibilities of the Board and Governing Nonprofit Organizations

The Oregon Nonprofit Corporation Handbook by Cynthia Cumfer & Kay Sohl 5th edition, 2014, published by and available from the Nonprofit Association of Oregon, Portland OR. www.nonprofitoregon.org. (This is a must-have if you are starting a new nonprofit, whatever state you live in, and an excellent resource even for existing organizations.)

The Oregon Department of Justice Charitable Activities Section, which regulates charitable activities in Oregon, provides two free and very useful guides: *Starting and Managing a Charity in Oregon*, and, *A Guide to Nonprofit Board Service*. Their website is: <http://www.doj.state.or.us>.

The Ultimate Board Member's Book: a 1-Hour Guide to Understanding and Fulfilling Your Role and Responsibilities by Kay Sprinkel Grace – 2013, Emerson & Church, Medford, MA. (It takes a bit more than an hour to read and absorb, but not much, and it is an excellent overview.)

Blue Avocado produces an excellent e-newsletter designed for board members, and their very searchable website contains all their articles and other resources - www.blueavocado.org.

There are a variety of handouts on board roles and responsibilities, board job descriptions, etc. on the Board Development Resources page of my website – www.Tasha-Harmon.com.

There are also excellent resources on the Center for Nonprofit Stewardship's website: www.nonprofitsteward.org.

On Meeting Facilitation, Decision-Making and Communication

Books

The Facilitator's Guide to Participatory Decision-Making, by Sam Kaner et. al. – 3rd edition, 2014, Jossey-Bass, San Francisco (great visuals, great tools, easy to use)

The Thin Book of Naming Elephants: How to Surface Undiscussables for Greater Organizational Success, by Sue Annis Hammon and Andrea B. Mayfield – 2004, Thin Book Publishing, Bend, OR.

The Fifth Discipline Fieldbook: Strategies and Tools for Building a Learning Organization by Peter Senge et. al. - 1994, Currency-Doubleday, New York, NY. (dense, but full of good thinking and tools)

Words That Work in Business: a practical guide to effective communication in the workplace by Ike Lassater – 2010, Puddle Dancer Press, Encinitas, CA. (good, practical introduction to Nonviolent (Compassionate) Communication in the work place)

Websites

These websites provide many excellent, practical how-to articles on consensus decision-making, meeting facilitation and many other useful topics:

- seedsforchange.org.uk
- www.treegroup.info/topics/#CO
- www.Tasha-Harmon.com (resource pages on Tools for Team Building and Facilitation, and Tools for Getting Unstuck)

Other Resources

The Ford Family Foundation has a “select books” program in which people involved in nonprofit organizations can get free books. Their book list is excellent (and includes some of this list). <http://www.tfff.org/select-books>.