

**Workshop #4**

**CFUW Club Governance: Sharing Ideas for the Future**

**The results of the survey regarding governance conducted prior to this workshop are summarized below.**

**Summary and Policy Thoughts**

**Job sharing** seems to be the most common method of running a club that is not able to put a typical structure in place. For the most part this works. There can be notable exceptions as indicated above. In addition, having **someone in charge** is necessary in order to communicate and give direction regarding club meetings, activities and decisions. Job sharing could be considered for all board positions.

Another best practice that seems to work is the relaxation of the rules around the **length of term of office**. Having no restrictions on the number of terms a person can serve can make the difference in whether a club can continue to exist.

Using a **template for a typical agenda** with a script for each item so that when the members are in charge of a general meeting each knows what to say and when. It should detail what to say if one of the items is not being covered at a given meeting. There could be **training** as to how to conduct a meeting and how to use the script by the RD or VP of the region if need be or the persons needing training could become mentees in the mentorship programme.

In summary, then, the research findings from examining the practices of a few clubs include job sharing, flexibility in the length of service allowed for any given board position, and templates for agendas. These methods are among the “practices” used successfully by some CFUW clubs. The most successful are those clubs that have at least one person in charge.

**Other Ideas for Keeping Clubs Afloat**

1. When an atypical board structure is utilized, support mechanisms could be offered to the club. The RD could be asked to see whether support is needed and if so what type?
2. Connecting with a sister club in the same region to help sustain the club can work. The support a larger club can give a smaller club is invaluable, especially in the area of community partnerships and advocacy.
3. If connecting with a regional club is not possible, connecting with a sister club in a different region could also help a club to stay alive.
4. Best practice means excellent communication within a club. Communication and training inspires confidence. Conversations between the RD and presidents can go a long way to helping clubs with communication issues. This works for all clubs that need a helping hand.
5. Allow clubs to think differently about how to run their affairs and put their ideas into practice even if they are counter intuitive to conventional ways or perhaps contravene National policy. Impediments at the National level could be removed to allow for innovation.
6. Offer an award for the club that thinks differently about what is possible and successfully puts it into action. It should subsequently be shown to be a “best practice”.

7. Satellite Clubs may be a solution for some.

**Additional Notes for those Clubs with Atypical Governance Models**

**1. What do when writing Advocacy letters:**

Sign "on behalf of CFUW \_\_\_\_\_\_ Executive Board" to give the letter credibility.

**OR**

Using an alternative form of governance means that a club has to do the best it can. The signature of the person or persons who have been taking the lead with the Club could be used. For the purpose of complying with National's requirements, sign your name and underneath put the words such as, Co-president or Acting President.

**2.** When putting club information on the national website ensure that someone is listed as Liaison with all contact information, especially if the club doesn’t have a president. This ensures that the club will receives material from National.