

USA-National Phenology Network
Board of Directors Annual Meeting
May 3 - 5, 2011

Purpose

Board members, agency liaisons, and executive staff of USA-NPN will make decisions about the organization's strategic direction and organizational development in order to achieve its next level of effectiveness and sustainability.

Outcomes

USA-NPN will have a strategic plan agreed to by board and staff, an identified organizational structure and governance that most effectively supports its goals, a plan to ensure follow-up with agency meeting participants, and an action plan to guide board and staff in implementing strategic decisions.

Agenda

Tuesday, May 3, Board Room, National Geographic Society, 9:00 a.m. – 5:00 p.m.

USA-NPN Organizational Development, 9:00 a.m. – 3:00 p.m. – Leni Wilsmann

- Overview and introductions
- Organizational development framework
- Situation analysis
 - *Break*
- USA-National Phenology Network business discussion
 - *Lunch*
- Strategic plan – review and discussion
 - *Break*

Agency Meeting Preparation, 3:15 – 5:00 p.m. – Julio Betancourt and Jake Weltzin

- Purpose
- Process
- Participants and their anticipated needs
- Board of Directors' role
- Tough questions
- Adjourn

Wednesday, May 4, North Cafeteria, National Geographic Soc., 8:30 a.m. – 4:00 p.m.

Federal Agency Meeting, 8:30 – 2:00 – Leni Wilsmann

Agenda is posted on meeting web page, <http://www.usanpn.org/ails>

Agency Meeting Debriefing, 2:00 – 4:00 p.m. – Leni, Julio, and Jake

- What did we hear?
- Commitments made
- Follow-up required
- Adjourn

Thursday, May 5, Board Rm., National Geographic Soc., 9:00 a.m. – 3:00 p.m. – Leni

- Agency meeting implications and follow-up
 - Needs and opportunities
 - Impacts on USA-NPN business
- *Break*
 - Impacts on USA-NPN strategic plan
 - Agency follow-up plan
- *Lunch*
- USA-NPN structure and governance
- Short-term action plan for board and staff
- Adjourn