

# WYOMING BOARD MEMBER RESOURCES

Compiled by  
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*(Web links often change without notice, making present listings obsolete. If you find a broken link, please inform us at weston@uwyo.edu.)*

## Effective Meetings

### WEB LINKS

The Consent Agenda: A Tool for Improving Governance

<http://www.boardsource.org/Spotlight.asp?ID=116.365>

Running Effective Meetings [Holden Leadership Center]

[http://leadership.uoregon.edu/tip\\_sheets/skills/meetings](http://leadership.uoregon.edu/tip_sheets/skills/meetings)

Five rules for holding successful meetings [Certified General Accountants Association of Canada]

[http://www.cga-canada.org/en-ca/AboutCGACanada/CGAMagazine/2004/Sep-Oct/Pages/ca\\_2004\\_09-10\\_dp\\_further.aspx](http://www.cga-canada.org/en-ca/AboutCGACanada/CGAMagazine/2004/Sep-Oct/Pages/ca_2004_09-10_dp_further.aspx)

One Way to Run A Productive Meeting

<https://www.msu.edu/~corcora5/org/meetings.html>

Effective Meetings [Ontario Ministry of Agriculture, Food, and Rural Affairs]

<http://www.omafra.gov.on.ca/english/rural/facts/96-039.htm>

Effective Meetings

<http://www.toolpack.com/meetings.html> [Toolpack Consulting]

Basic Guide to Conducting Effective Meetings [Free Management Library]

<http://www.managementhelp.org/misc/mtgmgmnt.htm>

Effective Meetings Produce Results: Tips for Meeting Management [About.com: Human Resources]

[http://humanresources.about.com/od/meetingmanagement/a/meetings\\_work.htm](http://humanresources.about.com/od/meetingmanagement/a/meetings_work.htm)

Effective Meetings – Tips [Meeting Wizard]

<http://www.meetingwizard.org/meetings/effective-meetings.cfm>

Local Government Center [Montana State University]

<http://www.montana.edu/wwwlgc/index.html>

Conducting Effective Meetings [University of California]

<http://www.cnr.berkeley.edu/ucce50/ag-labor/7labor/11.htm#1>

The 6 Golden Rules of Meeting Management [GovLeaders.org]

<http://www.govleaders.org/meetings.htm>

Conducting Effective Meetings: Increasing Meeting Awareness [suite101.com]  
[http://nonprofitmanagement.suite101.com/article.cfm/conducting\\_effective\\_meetings](http://nonprofitmanagement.suite101.com/article.cfm/conducting_effective_meetings)

## REFERENCES

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Kouzes, James M. & Posner, Barry Z. *A Leader's Legacy*. 2006, Jossey-Bass. ISBN-13: 978-0-7879-8296-6, ISBN-10: 0-7879-8296-2

Justice, Thomas & Jamieson, David W., Ph.D. *The Facilitator's Fieldbook*. 1999, American Management Association. ISBN 0-8144-7038-6

Rees, Fran. *How to Lead Work Teams: Facilitation Skills*. 2001, Pfeiffer. ISBN 0-7879-5691-0

Temme, Jim. *Team Power: How to Build and Grow Successful Teams*. 1996, Skillpath Publications. ISBN 1-878542-93-1

Maxwell, John C. *The 21 Irrefutable Laws of Leadership: Follow Them and People Will Follow You*. 1998, Thomas Nelson Publishers. ISBN 0-7852-7431-6