



EXCEPTIONAL LEARNING FOR
NON-PROFIT BOARD MEMBERS
& EXECUTIVE DIRECTORS

BOARD LEAPFROG™

a blended learning program for Canada's non-profit community:
gain confidence and rapidly improve your board effectiveness

SPRING 2025 AGENDA



PROGRAM OVERVIEW

SPRING 2025

new!

VIRTUAL AND IN-PERSON BLENDED APPROACH

BOARD LEAPFROG IS A COMBINATION OF ONLINE FOUNDATIONAL TRAINING, PLUS A ONE-DAY IN PERSON SESSION WHERE YOU CAN LEARN FROM PEERS!

Prior to attending the in-person live training, you will be asked to complete two comprehensive and foundational modules of training:

LEGAL ESSENTIALS

FOUR ONLINE MODULES, ABOUT 1.5 HOURS TOTAL:

- Key Legal Concepts for Non-Profit Directors
- Fiduciary Duties of a non-profit director
- Director liability and conflicts of interest
- Common Legal risks facing non-profit organizations

VIRTUAL, SELF-PACED



FINANCIAL ESSENTIALS

FIVE ONLINE MODULES, ABOUT 3 HOURS TOTAL:

- Finance best practices for strong non-profits
- Key concepts for non-accountants
- Reading & understanding financial statements
- Working with the External Auditor
- Overseeing the Organization's financial controls

VIRTUAL, SELF-PACED



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IN-PERSON EXPERIENCE

A fun and interactive shared learning opportunity, delivered by professional facilitators

COFFEE & NETWORKING

FROM 8:30 AM

GOVERNANCE FUNDAMENTALS

9:00 - 10:15 AM

SO YOU'RE A DIRECTOR... USING YOUR PASSION TO FUEL THE BOARD'S WORK

WHAT IS TODAY'S GOVERNANCE ALL ABOUT?

RECAP OF KEY CONCEPTS DIRECTORS NEED TO KNOW

UNDERSTANDING YOUR ROLE AS DIRECTOR:

- Legal duties as a director
- Asking good questions
- Wearing multiple 'hats' as a director

WHAT DOES GREAT GOVERNANCE LOOK LIKE?

10:15 - 11:00 AM

- Setting the tone: Role of board chair
- The board's relationship with the Executive Director
- Creating a positive and healthy environment for making decisions
- Better director preparedness, engagement & discussions

REFRESHMENT BREAK - 15 MINS

GOOD GOVERNANCE AS A 'SYSTEM'

11:15 - 12:00 PM

- Aligning on goals & priorities
- Making the Board's work make sense
- Important sources of the board's information

LIGHT LUNCH AND NETWORKING

12:15 - 1:00 PM



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IN-PERSON EXPERIENCE

GETTING BOARD CULTURE RIGHT

DEALING WITH CONFLICT

1:00 PM - 1:30 PM

- Good conflict or bad conflict? Healthy debate is your friend
- Avoiding groupthink
- Techniques to try when things are going wrong

MANAGING & MEASURING EFFECTIVENESS

1:30 PM - 2:30 PM

THE DELICATE MATTER OF EXECUTIVE DIRECTOR PERFORMANCE REVIEWS

- Designing an effective process
- Importance of obtaining objective feedback
- Making It A Positive & Beneficial Experience

KEY BOARD POLICY AND PROCESSES:

- Director recruiting and Improving board composition
- Succession Planning
- Board effectiveness evaluations
- Continuous governance evolution - making sustainable improvements

AFTERNOON BREAK - 15 MINS

ROLE PLAY ACTIVITY: MODELLING GREAT BOARD SKILLS

2:45 - 4:00 PM

WRAP-UP & DEBRIEF

4:00 - 4:30 PM

IDEAL FOR

NEW BOARD MEMBERS
EXECUTIVE DIRECTORS
& ANYONE CONSIDERING
JOINING A BOARD IN
FUTURE

BOARD LEAPFROG

SIMPLIFY BOARD WORK
& MAKE A GREATER IMPACT

MEET YOUR COACH



KATHRYN COSGROVE CMC MBA
Founder & Lead Facilitator

As a governance consultant and former partner at Canada's largest professional services firm, I've advised numerous non-profit boards on how they can improve governance, and even developed a brand new software tool to measure board effectiveness. But I still felt something was missing, and non-profit directors still needed support.

Do you ever feel that you're not sure what your role is as a director? Maybe the board's activities are overwhelming, confusing, or not as organized than you would like? Maybe you're a new board chair or director and need some foundational concepts to help you be effective in your new role.

If this sounds like you, not to worry - you're in the right place.

Our team at Cosgrove & Co. created the Board Leapfrog program to help nonprofit directors and senior leaders focus on what's really important, gain confidence in their role so they can ask the right questions, and make rapid progress on the stuff that matters. This course is based on our real-life work supporting non-profit and other boards, and my past life running a busy board.

And thanks to some corporate friends who have provided generous support for this program, we can now pass on our knowledge on to you! As they say, why work harder? Board Leapfrog helps you work smarter.

Hope to see you soon! If you have questions, feel free to contact me at kathryn@boardleapfrog.ca.

Your registration fee covers all self-paced virtual training, one day of live in-person training, lunch, snacks, beverages and all course materials.

REGISTRATION FEES

Subsidized rate, per person (plus applicable taxes):

INDIVIDUALS NOT AFFILIATED WITH A BOARD	\$349
ORGS WITH ANNUAL BUDGETS LESS THAN \$350k	\$349
ORGS WITH ANNUAL BUDGETS LESS THAN \$1M	\$549
ORGS WITH ANNUAL BUDGETS OF \$1M to \$5M	\$899
ORGS WITH ANNUAL BUDGETS OVER \$5M	\$1199

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FOR FREE TIPS AND TRICKS!



sign up online

REGISTER TODAY

<http://boardleapfrog.ca>

**** LIMITED AVAILABILITY ****

WANT TO BECOME A BOARD LEAPFROG TRAINER?

We offer a specialized
Train the Trainer Program that might interest you!

UPCOMING PROGRAMS IN OUR BOARD LEAPFROG SERIES

- BRAND NEW BOARD ADMIN TM TM
- BRAND NEW BOARD CHAIR TM
- ADVANCED TOPICS FOR EXPERIENCED BOARD MEMBERS
- SPECIAL TOPICS IN NON-PROFIT GOVERNANCE

BOARD LEAPFROG IS A SOCIAL ENTERPRISE OPERATED BY
AND A PRODUCT OWNED BY

COSGROVE & CO STRATEGY CONSULTING LTD.
2526 AGRICOLA STREET, SUITE 6
HALIFAX, NS B3K 4C5

WWW.COSGROVEANDCO.CA