

PROBONO[®]

P A R T N E R S H I P



Volunteer Lawyers Strengthening
Nonprofits & Our Communities

Effective Boards and Board Meetings: Your Questions Answered!

Do you sit on a nonprofit board? Are you confused about the roles and responsibilities of a nonprofit board member? Do you wonder how to make your board meetings more effective and efficient? Do you know how to use agendas, adopt resolutions, and keep minutes?

At this interactive, **in-person workshop**, learn about board roles and responsibilities, including issues pertaining to personnel; ways to structure your board to ensure that the organization is meeting its legal and fiduciary obligations; how to use committees; how to keep corporate records; the role of staff in board meetings; and practical ideas for running an efficient and effective board meeting.

- DATE:** Thursday, April 4, 2019
- TIME:** 8:30 am to 10:30 am [Registration begins at 8:15 am]
- PLACE:** Jackson Lewis, P.C.
58 South Service Road, Suite 250, Melville, NY
- FEE:** \$20.00
- REGISTER:** [Click here](http://www.probonopartner.org) or go to www.probonopartner.org
(under the “Learning Center” tab for workshops)

SPEAKERS:

Judy Siegel, Esq., Senior Staff Attorney, Pro Bono Partnership
Melissa Greenberger, Esq., Staff Attorney, Pro Bono Partnership
Adam G. Guttell, Esq., Principal, Jackson Lewis, P.C.

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Questions?

Contact **Stephanie Speranza**, Program Assistant, Pro Bono Partnership at
631-650-2312 or SSperanza@probonopartner.org

Pro Bono Partnership (www.probonopartner.org) is a 501(c)(3) organization that provides free business and transactional legal services to nonprofits serving the disadvantaged or enhancing the quality of life in neighborhoods in New York, New Jersey, and Connecticut.