



Instructions for the introductory exercise in

Team Building

Purpose

The purpose of this exercise is to have board members appreciate one another for what each brings to the work of the board. It is a nice way to begin or end a board meeting, works well as an icebreaker at an annual retreat, or may also serve as a helpful supplement to a board recruitment discussion.

Instructions

- 1) Each board member receives a copy of **Part 1**. The leader should explain the purpose of the activity and go over the definitions of the functions of the various parts of the car. If you have a large board, it might be helpful to have a board list for each board member for reference.
- 2) Ask each person to fill in the name of any member of the board (including themselves) next to each function. They can list as many names as they want in each area. They should NOT sign the sheets – the responses are anonymous. Hand in the sheets to the facilitator (the board chair, or any member).

Follow-Up

- 1) Before the next meeting, have the facilitator compile the answers into **Part 2** which will be distributed to the board for discussion.
- 2) Discuss as a board:
 - Are there any roles that are currently not being filled? If so, what would be the benefit to having those roles filled?
 - As we consider how we function as a board, what is working well? What aspects need work?
- 3) Wrap up by talking about how the board can continue to show its appreciation for the roles that board members play. If you want to take additional time, you may encourage people to share specific stories or examples of why they attributed a specific function to someone.

This 10 Minute Board Exercise was developed in collaboration with:

Arty Trost, Nonprofit Consultant – Solid Ground Consulting

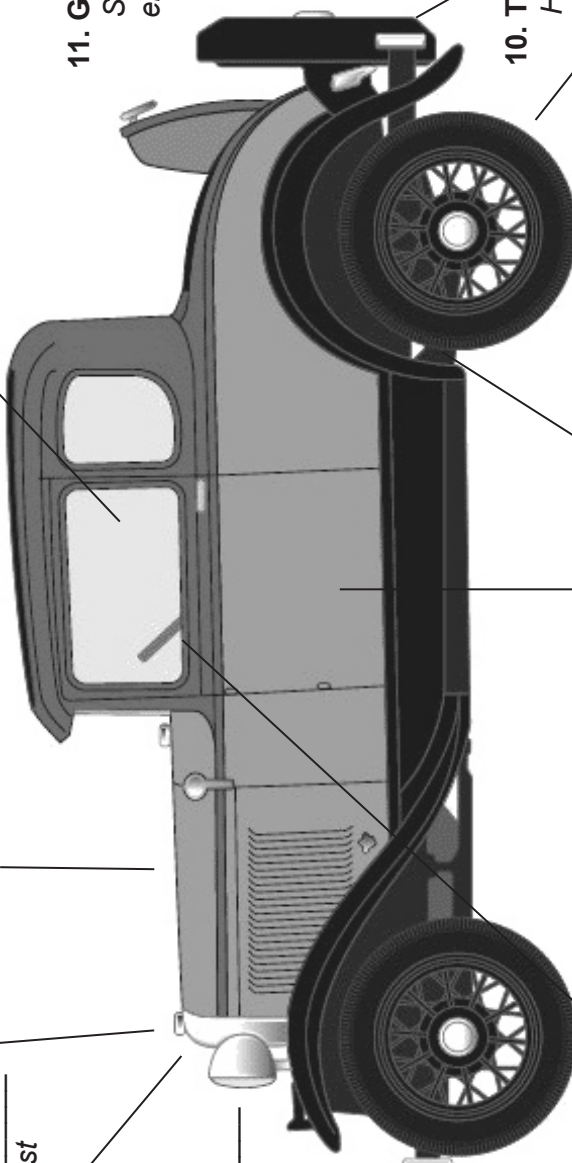
If you have any questions regarding this board exercise, contact Arty at (503) 668-7979 or email arty@solidgroundconsulting.com



Disclaimer: This information is not a substitute for competent legal and accounting advice rendered on your particular fact situation and planning goals. Laws and procedures change frequently and are subject to different interpretations.

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Part 1: Activity for the board



1. **Hood Ornament:** _____
Name(s) of board member(s) who represent our organization in a polished manner.

2. **Engine:** _____
Converts fuel into energy for forward motion and progress.

3. **Radiator:** _____
Keeps cool and cools the rest down.

4. **Headlight:** _____
Forward-looking; takes the long view.

5. **Bumper:** _____
Helps prevent serious accidents. Knows whether the organization is operating within legal and risk parameters.

6. **Steering Wheel:** _____
Keeps us heading in the direction we want to go.

7. **Door:** _____
Opens up and welcomes all into the organization.

8. **Springs:** _____
Smooths out the rough spots; absorbs bumps.

9. **Wheels:** _____
Enables efficient forward movement.

10. **Tail light:** _____
Helps us remember our history.

11. **Gas:** _____
Supplies energy, ideas, and enthusiasm.

12. **Windows:** _____
Provides clarity when discussions become complex and confusing.



An introductory exercise in

Team Building

Part 2: Follow up activity for the board

Function	Board Member(s)
1. Hood Ornament: <i>Represents our organization in a polished manner.</i>	
2. Engine: <i>Converts fuel into energy for forward motion and progress.</i>	
3. Radiator: <i>Keeps cool and cools the rest down.</i>	
4. Headlight: <i>Forward-looking; takes the long view.</i>	
5. Bumper: <i>Helps prevent serious accidents. Knows whether the organization is operating within legal and risk parameters.</i>	
6. Steering Wheel: <i>Keeps us heading in the direction we want to go.</i>	
7. Door: <i>Opens up and welcomes all into the organization.</i>	
8. Springs: <i>Smooths out the rough spots; absorbs bumps.</i>	
9. Wheels: <i>Enables efficient forward movement.</i>	
10. Tail light: <i>Helps us remember our history.</i>	
11. Gas: <i>Supplies energy, ideas, and enthusiasm.</i>	
12. Windows: <i>Provides clarity when discussions become complex and confusing.</i>	

Adapted from an activity in the 11th *Annual Handbook for Facilitators, Trainers and Consultants*, Pfeiffer & Goodstein, eds. University Associates.



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