



CARE AND FEEDING OF THE NEW BOARD MEMBER

Miller Foley Group and Rappahannock United Way are partnering to provide you with essential training for non-profit organizations. This highly interactive program will provide you with best practices and practical applications to develop a new board member into an engaged and effective leader.

When: October 2, 2009
Time: 8:30 AM to 4:30 PM
Where: Rappahannock United Way

The seminar will cover:

- *Soliciting board members*
- *Defining roles/responsibilities*
- *Orientation*
- *Effective meetings*
- *Engaging board members*
- *Conflict management*
- *Revenue strategy*

Who should attend?

- *Executive directors*
- *Board members*
- *Board chairs*

Nancy A. Miller, CPA is facilitating this program. She is known for her energetic, participant directed learning opportunities. At the end of the day, you will leave with practical action items that you can implement immediately to improve your ability to obtain and engage truly effective board members.

What attendees have said about Miller Foley training:

- *A badly needed wake up call for action*
- *Nancy was easy to follow because of pertinent handout, her logical approach and organized presentation*
- *Really enjoyed the presentation – excellent facilitator*
- *Very helpful, practical information and examples*
- *Enjoyed the presentation and found the info valuable. Great timing for my fairly new board.*

Registration Form

Name: _____

Title: _____

Organization Name: _____

Address: _____

Email: _____

Phone: _____

Name: _____

Title: _____

Organization Name: _____

Address: _____

Email: _____

Phone: _____

Number of participants

Cost per participant

Amount Enclosed:

\$ 199.00

\$

Payment can be by check or credit card (VISA/MC). Please make checks payable to the Miller Foley Group. Complete the following for credit card payment.

Card Type: _____

Amount: \$ _____

Card #: _____ Exp Date: _____

Signature: _____

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www.MillerFoley.com



Miller Foley is the CPA Choice for Nonprofit Organizations

- Twenty five years of providing turn key services to Nonprofits in the Fredericksburg community.
- Heather Foley, prior to joining Miller Foley, was CFO of First Nations Development Institute, a multi-million dollar NPO serving the Native American community.
- Nancy Miller currently serves on the AICPA ethics technical standards committee where she chairs the governmental group. This group investigates violation of accounting and auditing standards of CPA firms involving governmental and NPO organizations.
- Nancy Miller has facilitated nearly 30 NPO accounting and auditing classes over the last two years.
- Miller Foley focuses on the NPO organization as a whole and not just the audit and/or tax return.
- We **insist** on attending at least one board meeting per year to review the financial statements with the board and to discuss *what they mean*. We will not accept audit clients who will not schedule these meetings. We believe that one of the best values we bring to NPO's is financial literacy education. This presentation often takes an hour or more and focuses on what the board needs to know to govern and how to present financial information to potential donors.
- We serve on a number of boards ourselves in **leadership capacities** and therefore, understand the board dynamic from experience of service. Members of the firm are currently serving on eight different NPO's. We have always committed to giving back to the community.
- We offer services no other CPA firm in Fredericksburg does such as strategic planning facilitation, board development training, and leadership development.
- Our clients love us. And we love them. In fact, our commitment to our clients is so strong that we only take those clients that will partner with us. We don't offer commodity services but want to build relationships.
- Our partners stay involved. You will be able to see and talk with a partner. While our team is arguably the best in Fredericksburg, there are times when an NPO needs the grey hair experience. We make sure that is provided when needed.
- Quality – we are totally committed to it.
- We anticipate and educate our clients on changes well in advance of those changes taking place. For example, we started talking with our clients in 2008 about the new 990. We have already presented at least ½ dozen times on these changes and have a major presentation planned next month.
- We don't like surprises and don't believe our clients do either. We work diligently to avoid surprises and, when that isn't possible, to deal with them as rapidly and effectively as possible.

Nancy A. Miller, CPA, Partner

- Ms. Miller has twenty five years experience in public accounting.
- She currently serves on the American Institute of CPA's technical standards subcommittee of the Professional Ethics Committee where she investigates allegations of violations of auditing and accounting standards by other CPA's (chair of the governmental sub-committee), as well as the Virginia Society of CPA's ethics committee (chair).
- She also currently serves on the Mary Washington Hospital Foundation Board, the Fredericksburg Chamber of Commerce and the Salvation Army Advisory Board. She has also served on the Healthy Families Rappahannock Board (treasurer), Rappahannock United Way Board (treasurer), George Mason University Accounting Advisory Council (past chair), and the Fredericksburg SPCA Board.
- Ms. Miller frequently acts as discussion leader for continuing education classes on ethics, audit, accounting and governmental topics.