SMIF COMMUNITY AFFILIATE TRAINING SERIES

Module 4: Recruiting Board Members

Companion Worksheet

Southern Minnesota Initiative Foundation

A | Personal Reflection

Take a few minutes to think about this on your own before discussing as a group.

1. Recruitment isn't just filling seats — it's about culture, commitment, and connection. How intentional has your board been about recruitment? What's worked, and what hasn't?

B | Board Audit

Before you recruit, know what you have and what you need. Use this quick audit to identify gaps on your current board. Add or remove rows as needed.

Area / Skill	Have it? (Y / N)	Notes / Who might fill this gap?
Financial / Accounting	☐	
Legal	☐	
Marketing / Communications	☐	
Fundraising / Development	☐	
Community Connections	☐	
Diversity of Perspective	☐	
Youth / Next Generation	☐	
Other:	☐	

C | Board Discussion Questions

Use these prompts to lead a conversation at your next board meeting. You don't need to cover all of them — choose what's most relevant for your fund right now.

1. Start your search with community "connectors" — people who know everyone. Who are the connectors in your community? Who could you ask: "Who do you know who's passionate about _____?"

2. When you make the ask, the video encourages being specific: "Here's why we thought of you." Think of one person you'd like to recruit. What would your personal ask sound like?

3. How strong is your onboarding process right now? Does a new board member leave their first meeting feeling clear on expectations, connected to the mission, and knowing who to call for help?

4. You're not just building a board — you're building legacy. What would it look like for board service at your fund to feel truly meaningful, not just like a checkbox?

D | Action Planning

Based on what you learned and discussed, identify 1–3 concrete next steps your fund will take. Assign a lead and a target date to keep things moving.

Action / Next Step	Who will lead it?	Target Date

E | Notes & Questions

Anything else to remember — or questions to bring to SMIF.