



# CREDENTIALLED COOPERATIVE DIRECTOR (CCD) CERTIFICATE

**Who Should Attend:** All cooperative directors who wish to become a CCD Director.

**Date and Time:** May 8-11, 2018 • Ramkota Hotel • Pierre, S.D.  
May 8 8:30 a.m. to 4:30 p.m. with registration starting at 8 a.m.,  
May 9 8:30 a.m. to 4:30 p.m., May 10 8:30 a.m. to 4:30 p.m. and  
May 11 8:30 a.m. to noon.

**Registration:** Form enclosed. Please fax back to Mary at SDREA at 605-224-4430 by May 4 or register online at [sdrea.coop](http://sdrea.coop) under News and Events.

**Room Reservations:** Contact the Ramkota Hotel directly by calling 605-224-6877 and asking for the SDREA Director Workshop room block. Room rate is \$84 plus tax. Cut-off date is April 8.

## **Tuesday, May 8 – 8:30 a.m. to 4:30 p.m.**

**Title:** NRECA Course 2620 – “Board Operations and Process”

**Instructor:** Kevin Sump, NRECA

**Course Description:** The board of directors is responsible for managing the affairs of the corporation. In fulfilling its duties, the board typically can only take official action via majority vote in a duly convened meeting. This course focuses on the legal requirements for holding board meetings and also on the human factors and group processes that make such meetings productive and effective.

### **Key Topics Include:**

- Identifying the individuals and groups with whom the board must maintain effective working relationships
- Understanding, working with, and responding to members
- How public officials and opinion leaders impact the co-op and the board's role in building and maintaining effective relationships
- Lessons and guidelines regarding key internal relationships: with the board chair, with the attorney and within the cooperative.

## **Wednesday, May 9 – 8:30 a.m. to 4:30 p.m.**

**Title:** NRECA Course 2630 – “Strategic Planning”

**Instructor:** Kevin Sump, NRECA

**Course Description:** Boards have ultimate responsibility for ensuring and evaluating the long-term health of the organization. They help fulfill this duty through strategic thinking, identifying goals through strategic planning and authorizing the appropriate allocation of resources through the adoption of financial policies, budget review and approval and monitoring management's progress toward strategic goals. This course teaches directors how to participate effectively in strategic thinking and planning processes.

### **Key Topics Include:**

- Understanding the difference between strategic thinking and strategic planning
- Analyzing your cooperative's strengths, weaknesses, opportunities and threats
- Recognizing the board's oversight responsibility
- Using the strategic plan in the annual evaluation of the co-op's accomplishment and as the foundation of the CEO's performance appraisal

## **Thursday, May 10 – 8:30 a.m. to 4:30 p.m. and Friday, May 11 – 8:30 a.m. to Noon**

**Title:** NRECA Course 2640 – “Financial Decision Making”

**Instructor:** John Penry, NRECA

**Course Description:** This course is designed to help directors understand the role of the board in financial planning, including identifying the basic documents used in financial planning and reporting, assessing the issues that drive financial decisions, balancing competing goals, and taking responsibility to monitor and evaluate results.

### **Key Topics Include:**

- Identifying the key financial decisions boards must make
- Recognizing three key financial documents and three key financial ratios
- Understanding the basics of allocating and retiring capital credits policy
- Understanding key elements of an Equity Management Policy
- Identifying ratemaking basics



Course 2620 or Course 2630 will be billed on a per participant basis.

Course 2640 is part of the SDREA Education Package A.  
If you did not purchase Package A, then the  
fee is \$450 plus tax per participant.