



2024 Executive Leadership Retreat Invitation

Thursday/Friday/Saturday, 21-23 March 2024

The Westin Annapolis

100 Westgate Circle, Annapolis, Maryland

You are invited to attend the 2024 Executive Leadership Retreat to be held 21-23 March 2024.

Overview

The overall objective of the National Capital Area Council's Executive Leadership Retreat is to conduct team-building and "knowledge-sharing" sessions with focus on the strengthening of all aspects of Council leadership and governance, thereby ensuring the growth, health, and welfare of the Council. In addition, new member Board Orientation and an Executive Board meeting will be accomplished during the Retreat.

Objectives/Goals

- ✓ Conduct knowledge-sharing Orientation and Onboarding actions for newly elected Executive Board members;
- ✓ Governance discussions and refresher training, with focus on Council-wide Executive Board and Committee actions;
- ✓ Continue to focus the Council's key leadership on the various pillars of the Strategic Plan, with specific attention to "Membership, Membership, Membership";
- ✓ Continue to assure the "living" nature of the Council's *Scouting Forward* strategic initiatives through a mid-term update;
- ✓ Gather current NCAC Executive Leadership team for teambuilding;
- ✓ Focus on new ideas and opportunities for growing leadership involvement and providing great programs to more youth;
- ✓ Have FUN!!

Attendees

Key members of the Council's Executive leadership team, professional cabinet, and invited guest speakers.

Location

We're going to Annapolis, the capital city of the State of Maryland, a historic and picturesque seaport town.

The selection of The Westin Annapolis, a Marriott hotel, provides our members with a location that is a short walk to points of interest, including the U.S. Naval Academy (1.1m) and City Dock (.8m) home to the fine dining and boutique shops of Annapolis. The free Annapolis City Shuttle stops at the front entrance of the Westin Hotel and runs 6:00 am-11:00 pm Monday-Saturday, stopping at noteworthy locations in Annapolis, its waterfront, and business district.

In that the Retreat is being planned as a multi-day event, should attendees desire to remain overnight on Thursday and/or Friday evening, or extend their stay after the retreat, rooms at The Westin Annapolis can be reserved. The Retreat will conclude Saturday morning with a formal Executive Board meeting.

Fee / Registration

An NCAC Executive Retreat registration site will identify intended registrants and facilitate registration; there is no fee for Retreat attendance or scheduled meals/drinks. Room accommodations at the Westin are \$159.00 (plus tax) per night.

Preliminary Agenda / Timeline

Thu (3/21)

- 12:30p Facility arrival for Key 3, new Board members, and Orientation facilitators and speakers
- 1:30p New Board Member Orientation
- 5:00p Orientation training Break, room check-in for all members, and free time
- 5:30p Full Board gathering and Social time, followed by Dinner
- 7:30p Leadership Retreat formal kick-off session and keynote speaker
- 9:30p Retreat Break for the day
- TBD Nightcaps as desired

Fri (3/22)

- 7:15a Continental breakfast
- 8:00a Retreat Welcome / Introductions / Setting the Stage
- Session A: "Knowledge-sharing" discussions, to address governance/ objectives/goals
- Session B: Active Leadership Engagement through Committee Involvement

12:00n Buffet lunch for participants
1:00p Session C: Leadership Team Performance and Committee Planning sessions
2:30p Retreat adjournment for afternoon; offsite afternoon activities, as appropriate
6:30p Full Board gathering and Social time
7:15p Dinner
8:30p Additional Keynote speaker
9:00p Retreat Break for the Day
TBD Nightcaps as desired

Sat (3/23)

7:15a Continental breakfast
8:00a Continuation of Retreat planning actions, and reports
9:15a Retreat and training activities wrap-up; Summary and action items.
9:30a Formal March Executive Board Meeting
10:30a Retreat and Board Meeting Adjourned
11:00a Safe travels home

Pre-Retreat Actions

- ✓ Board leadership, and other attendees, will be asked to review specific documents and materials prior to Retreat
- ✓ Attendees will also be requested to complete a further “homework” assignment of reading/reviewing key Council documentation (charter, bylaws, and Strategic planning initiatives and goals/performance). These documents will be posted on the Board website under the title of 2024 NCAC Key Leadership Retreat.