

**TSBA  
Board Secretaries' Workshop  
November 20, 2021**

**AGENDA**

2:30 p.m.	Welcome	Rhonda Poole, TABS President, Marshall County
2:32 p.m.	Relationship Between Board Attorney and Board	Jennifer White, TSBA Director of Policy/Staff Attorney
2:45 p.m.	Board Member Ethics	Jennifer White
3:00 p.m.	How the Sunshine Law Impacts Boards	Jennifer White
3:15 p.m.	Use of Robert Rules of Order in Boardroom	Jennifer White
3:30 p.m.	The Role of the Board Secretary in Working With the Board Members (each participant with share)	Rhonda Poole, Facilitator
3:45 p.m.	Impact on COVID on Your District (each participant with share)	Rhonda Poole, Facilitator
4:00 p.m.	Adjourn	