

DDP is divided into four, one-day courses:

Course 1: The Director's Role and Responsibilities in Today's Cooperatives

- The whys, whens and hows of co-op purposes and principles.
- Getting acquainted with articles and bylaws.
- How directors are part of the cooperative management team.
- What the law says, and doesn't say.
- How to get the most out of board meetings.

Course 2: Cooperative Financing

- How are cooperatives financed?
- How should a co-op's income be distributed?
- How does one evaluate performance?
- How much equity does a co-op need?
- What are the best ways to redeem equity?

Course 3: The Director's Role in Planning and Control

- The love-hate aspects of planning.
- Types of planning, and why they're difficult.
- What's all this about situational analysis?
- Missions, Objectives and Strategies: How they're different, but related.
- How to link action plans to control.
- Key strategic issues facing cooperatives.
- Credit management.

Course 4: The Director's Role in Management Development and Appraisal

- Why is a management job description necessary?
- How to develop performance standards.
- The whys and hows of performance appraisal.
- How much? The management compensation issue.
- How and where to recruit.

All courses begin at 9 a.m. and adjourn at 4 p.m. The courses in Wichita will be at CoBank, located at 245 N. Waco. Courses in Hays will be held at the Ramada Convention Center located at 3603 Vine Street.

*You can also register online!
Click on the DDP link on KCC's
Web site for more info.*



Registration Information

- Please enclose checks made payable to the Kansas Cooperative Council for \$175 per participant, per course.
- For non-members the fee is \$200 per person, per course.
- Registration fee includes course materials, lunch, and breaks.
- Registration closes December 1, 2009.
- Register early, because enrollment is limited!

The goal of DDP is to complete all four courses, and to receive ongoing development training to keep up on current issues affecting co-ops and directors.

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2009 *Director Development Program*

December 14-15, 2009
CoBank
Wichita, Kansas

December 15-16, 2009
Ramada Convention Center
Hays, Kansas

The 21st century is bringing new, challenging responsibilities to local cooperative directors. These continue to increase and become more complex as high-tech communication becomes a normal part of our day-to-day workplace. Decisions that once took weeks or months now must be made in just days or hours.

In order to survive in a growing competitive marketplace, co-op directors must base their decisions on sound cooperative principles and business techniques.

The Director Development Program was established to help directors develop their knowledge and skills, enabling them to better serve their cooperative members, managers and fellow directors.

*Sponsored by the Kansas Cooperative Council, the **Director Development Program (DDP)** is specifically designed for leaders of local farmers' cooperatives. Regardless of the type or size of your local co-op, having a firm grasp on the basics plays a crucial role in directors being able to effectively exercise their responsibilities. The information provided/taught in DDP allows directors to serve effectively as leaders of a business enterprise.*

DDP is made possible, thanks to the support and involvement of our instructors, who donate their time.

Why Should You Participate in DDP?

To learn the basics/fundamentals of being a cooperative director, expand your knowledge and sharpen your skills. You've been elected as a director of your cooperative. Congratulations! Did you know that along with that title comes the responsibility to be aware of the legalities concerning cooperative directorship?

What If You've Already Been Before?

DDP can help you continue to develop as a director. If you haven't attended in five years, we encourage you to attend to hear about new topics and to come as a refresher course. Think of it as continuing ed for co-op directors.

DDP

ABOUT OUR SPEAKERS

David Barton—Dr. Barton is a professor and extension agricultural economist in the Department of Agricultural Economics at Kansas State University. In addition, he is director of the Arthur Capper Cooperative Center.

Terry Bertholf—Bertholf practices cooperative law, providing legal advice and counsel to KFSA and its affiliated companies, the Kansas Cooperative Council and local Kansas farmers' cooperative associations.

Dennis Blick—Currently the region manager for CoBank's Wichita Banking Center, Blick served as a volunteer director for a credit union for a decade.

Steve Eck—The Area Business Solutions manager for CHS, Eck has managed local co-ops and worked as the regional Farmland manager for cooperatives in western Kansas and southeastern Colorado.

Scott DeWeese—As president of ProValue, LLC, DeWeese provides support to CEOs, management and boards with mergers and acquisitions, strategic planning, finance and budgeting, and corporate governance.

Dave Ehret—As vice president of the Midwestern Division of CoBank, Wichita, Kan., Ehret works with cooperatives in the state of Kansas to establish financing and to provide value-added financial products and services.

Dennis Landis—The president of Landis AG Placement and Consulting, Landis has served as manager of management placement for Farmland Industries, Land O' Lakes and Farmers Commodities Corporation.

Leslie Kaufman—As executive director of the Kansas Cooperative Council, Kaufman is responsible for the organization's legislative and regulatory activities, member outreach and education, and day-to-day operations.

Vern May—Since 1973, May has worked for CoBank, formerly known as the Wichita Bank for Cooperatives. He handles loan servicing for accounts with commitments of \$200 million.

FREQUENTLY ASKED QUESTIONS

Who should attend DDP?

The program is designed for directors and associate directors now serving on boards of local cooperatives in Kansas. Also, co-op general managers and key management employees are strongly encouraged to attend to improve teamwork at the leadership level of the co-op. Anyone interested in improving his or her understanding of governance, finance and strategic thinking in a cooperative may attend.

Should all members of a co-op board attend?

Ideally, yes. It may be difficult for all members to attend all courses at the same time, but having everyone go through the program at one time has obvious benefits. Attending in a group, whether in pairs or in large numbers, will stimulate discussion between directors on how lessons learned can be applied to their board.

Do courses have to be taken in numerical order?

This is strongly recommended but not required. Information in later courses builds on material presented in earlier sessions.

Who serves as the instructors?

Our instructors are subject matter experts who are on the staffs of organizations involved in developing the program. During the instructor selection process, emphasis is placed on knowledge of the subject matter, understanding of the co-op model, and the ability to present the information in an informative, engaging manner.

When and where is DDP held?

The program is made up of four, one-day courses. At each selected location and time, courses are offered for two consecutive days. Courses 1 and 3 are offered concurrently, and on Day 2, courses 2 and 4 are offered concurrently. However, a director may attend just one course if a schedule conflict prevents them from attending both days at a location. They may also participate in the other course the next time it's offered at a convenient location.

How much does DDP cost to attend?

For members of KCC, the registration fee is \$175 for each participant, per course. For non-members, the fee is \$200 per person, per course. Registration fees include course materials, lunch, and snacks during breaks.