# M-203 community leadership

**August 20-21, 2015**
**The Sheraton Brookhollow**
**3000 North Loop West**
**Houston, Texas 77092**

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## Learn how to work with leaders to achieve goals and set a positive tone for the community.

This course shows you how to inspire the cooperation needed from board leaders and volunteers to achieve management goals. You'll learn proven ways to motivate and guide community leaders and help board and committee members accomplish more at every meeting. Topics include:

- Strategies for building better relationships
- Preparing and running efficient meetings
- Motivating and guiding board members
- Encouraging interest and participation in committees
- Developing election procedures
- Organizing community records

### COURSE MATERIALS

Participant guide and flash drive with articles and additional resources
CAI Guides for Association Practitioners: *The Board Secretary* and *Meetings and Elections*

### COURSE LENGTH

1.5 days | 8:30 a.m.–5:30 p.m. | 8:30 a.m.–noon

### TUITION

CAI manager member: $445 | Nonmember: $545

### DESIGNATION CREDIT

M-203 is required for the PCAM designation.

### CONTINUING EDUCATION CREDIT

M-203 is approved for 12 hours of continuing education for CMCA recertification. Visit www.camicb.org for details.
For information on continuing education for state licenses, visit www.caionline.org/managerlicensing.

### ADVANCE REGISTRATION IS REQUIRED

Visit www.caionline.org and register for this course online.
Register online four weeks ahead and receive a $25 discount.

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