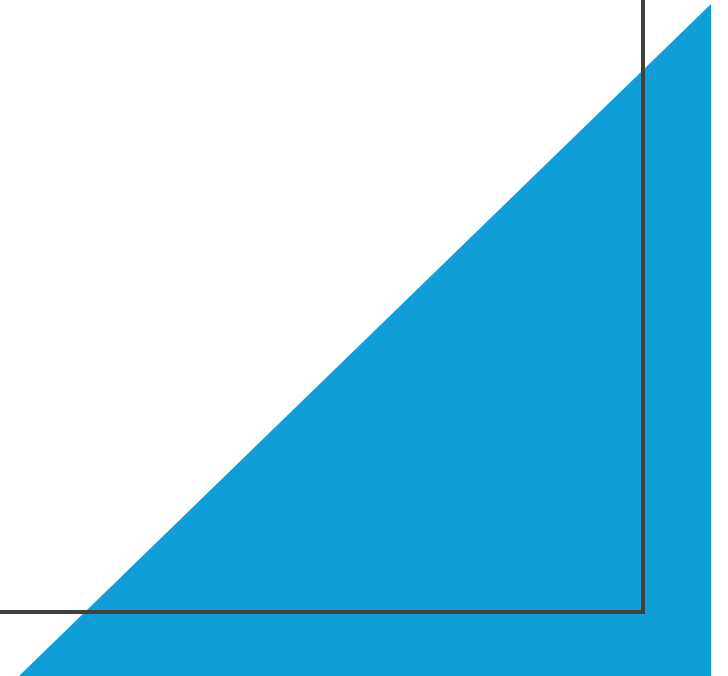


# Are you ready for Succession Planning?

Watch out for that bus!

Tim McDermott



# Different types of buses!

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- School buses
- Minibus
- Double decker bus
- Shuttle bus
- Charter bus





# Bus driven by Board Chair





## Your role

- You may be a CEO and this impacts you
- You may be on the board and need to start thinking about this
- You may be on the committee to select the CEO
- You may be the Finance person who tells the CEO we need to have a plan.
- You may be here just for the CPE credit and thought this guy is in radio too, so it should be a fun session.

What we will cover during this session (to help you prepare or start thinking to prepare)

Two key succession plans your organization should have

Execution of those plans

Succession challenges

# What happens if your CEO were gone today?

Unexpected death.

They become incapacitated.

Moral issues suddenly arises.

They just quit.

# Chaos?

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Who would make the decisions?

---

Who would handle the financial issues?

---

Who would oversee the staff?

---

What would your members think?

---

What would you tell donors (vendors)?

---

What if the media asks?

---

What would you say on social media?

Do I need to call Maxwell Smart and Agent 99?

# Bible example of Emergency Plan

## Acts 1:23-26

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- Replacing Judas
- “Then they all prayed O Lord you know every heart. Show us which of these men you have chosen as an apostle...then they cast lots and Matthias was selected to become an apostle with the other eleven.” NLT





# Plan 1: Emergency Succession Plan

Needed right now – to answer all those questions  
and more!



# The board and CEO can develop this plan now

## 01

Name the interim CEO – it could be a position on staff (or the CEO may name a person) or even a leadership team.

## 02

Put the Emergency Plan in the Board Policy Manual (or other document the board can have access to) with the authority they have

## 03

Empower an Executive Committee (or board/elder subset to oversee the transition.) Working with the CEO, they can answer the questions

- Staff
- Members
- Donors
- Media
- Social Media
- Create a transition timetable

# Advantages of Emergency Plan

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- You have the CEO's recommendations for what to do next
- You have immediate action steps to take
- You have someone who can immediately step in ( a plan was made before it happens – so there is not a lot of emotion – and you have a blueprint)
- You have time to think about responses – especially the media
- You are being pro active and not reactive

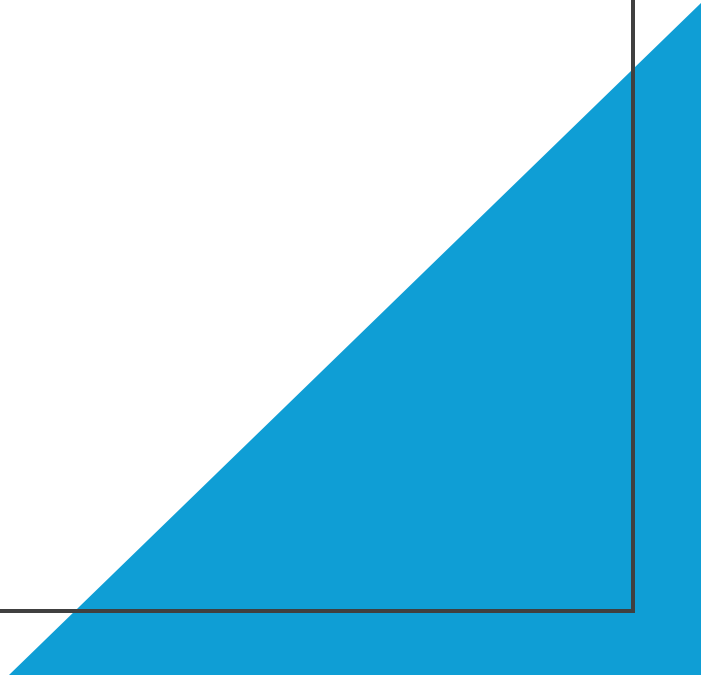
# Emergency Plan - CONFIDENTIAL

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The Emergency plan is not something you distribute to all staff. It is for the Board and CEO.

# Polling Question 1

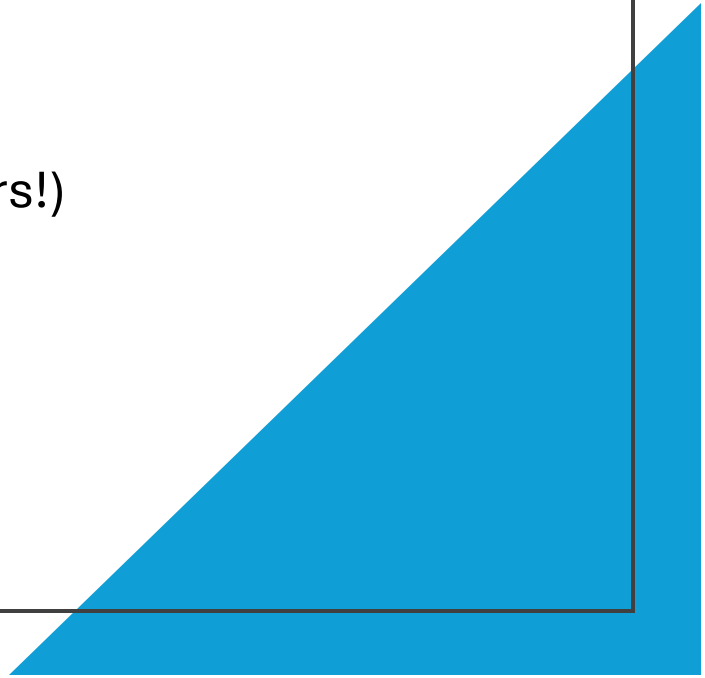
- Does your organization have an Emergency Succession Plan?
  - Yes
  - No



# Plan 2: The Long-Term Succession Plan

- This one takes more time to develop
- Great examples in the Bible
  - Elijah and Elisha (many scholars believe this was 6 years)
  - Moses and Joshua (Henry Blackaby tells us that was 40 years!)

This can be a great opportunity or there could be challenges





johncmaxwell



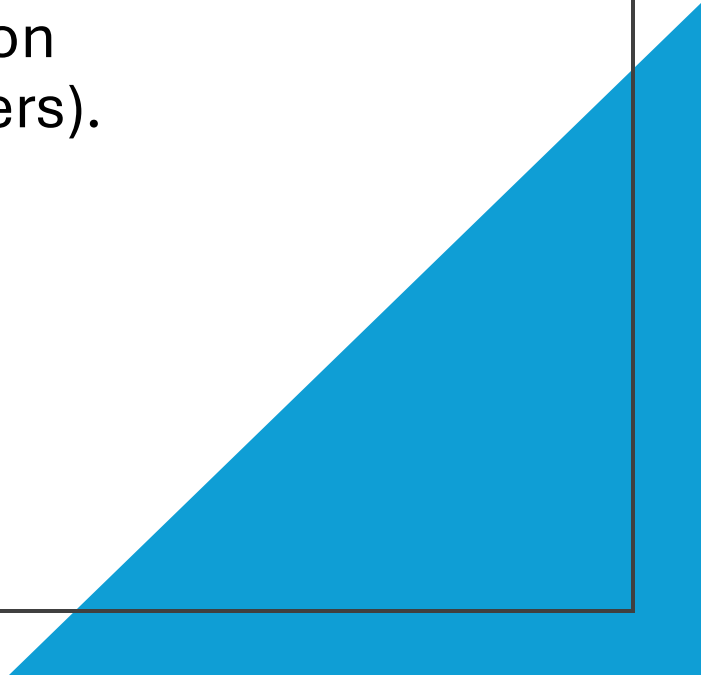
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johncmaxwell When all is said and done, your ability as a leader will not be judged by what you achieved personally or by what your team accomplished. You will be judged by how well your people and your organization did after you were gone. Remember this: your lasting value will be measured by succession!


# Important Point

- While the CEO can have a major role in developing this plan and can make a recommendation, the decision on who is the next CEO is a decision of the board (or elders).

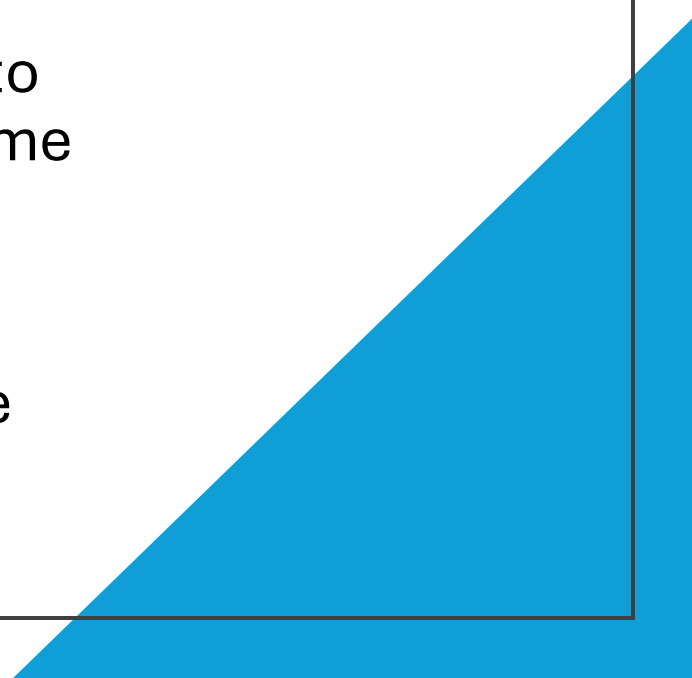




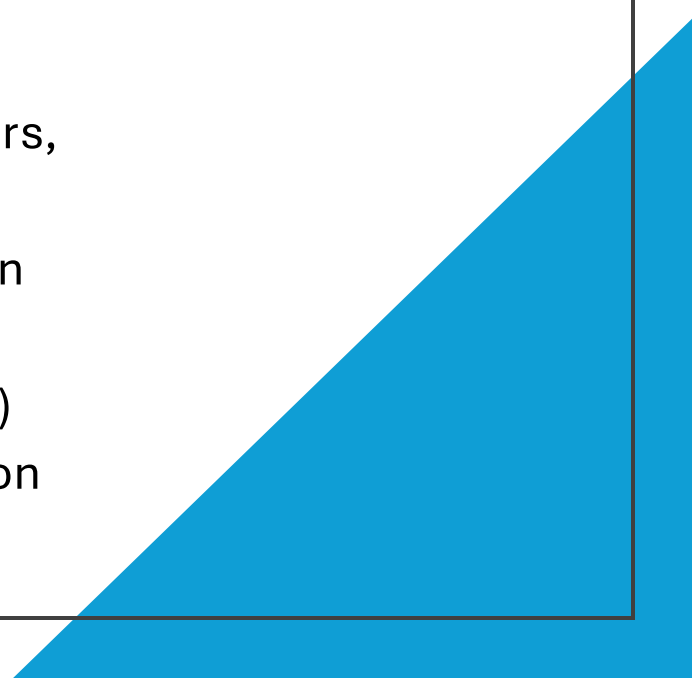
# Questions for the Board to Ask

- Is the organization thriving?
  - Is the culture healthy?
  - Do we need to hire an outside firm to help us find the next CEO?  
(Should we...so it appears as though we did our due diligence)
  - What qualities do we want in a leader of our organization?
  - Will this leader take us into the future we have planned?
  - What will be the role of the previous CEO?
- 

# For the Leader/CEO

- What is the timetable for transition? (Is there one?)
  - Is there someone on our staff that can be developed to replace me? What a great opportunity to keep the same DNA going forward.
  - How can I mentor them?
  - Are there people outside the organization I believe are better suited for the job?
- 

# How to Execute the Long-Term Succession Plan

- Get with the Board (or Board Committee) and discuss the plan
  - Approve and agree on the plan (Do you have Board Policy Manual?)
  - Make sure the plan includes a communication strategy – to members, donors, media, the public etc.
  - Transition. Agree on the old CEO's role when the new CEO comes on
    - Does the old CEO help the new CEO for a certain time period?
    - How long does the old CEO help (or is it for an extended period)
    - Ensure board members know the proper lines of communication
- 



## Review the plan

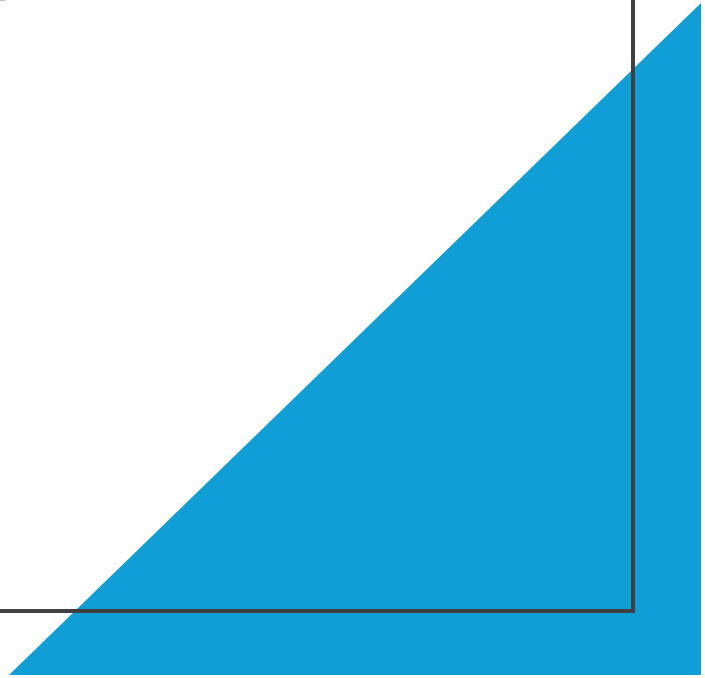
At least  
every three  
years.

Update as  
necessary.

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# Polling question #2

- Do you think your CEO/Leader is open to succession plan discussion?
- Yes
- No



# Succession Planning Challenges



**#1 The CEO thinks they are being fired.**



**Reponse**

Needs to be approached delicately. (at a later time – also discuss what is the concern?)

Remember, the Board is in charge of the organization

What does the CEO think should happen in the event of an emergency?

# Succession Planning Challenges



## #2 Founders Syndrome



## Reponse

Set a date in the future. Use a trusted friend.

Remember, the Board is in charge of the organization

Is there a role going forward? (if not, it may time for a change.

# Succession Planning Challenges



## #3 Family business



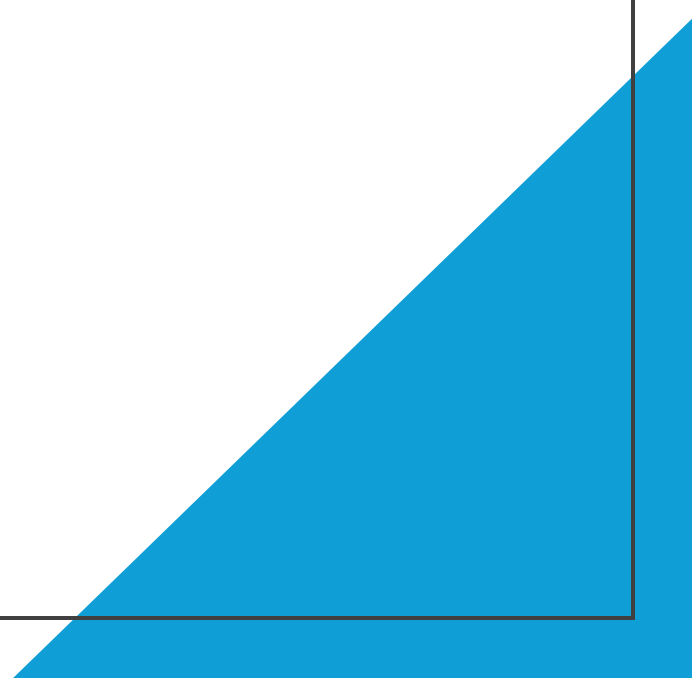
## Reponse

The Board is in charge of the organization

A person shouldn't be qualified or disqualified because they are family.

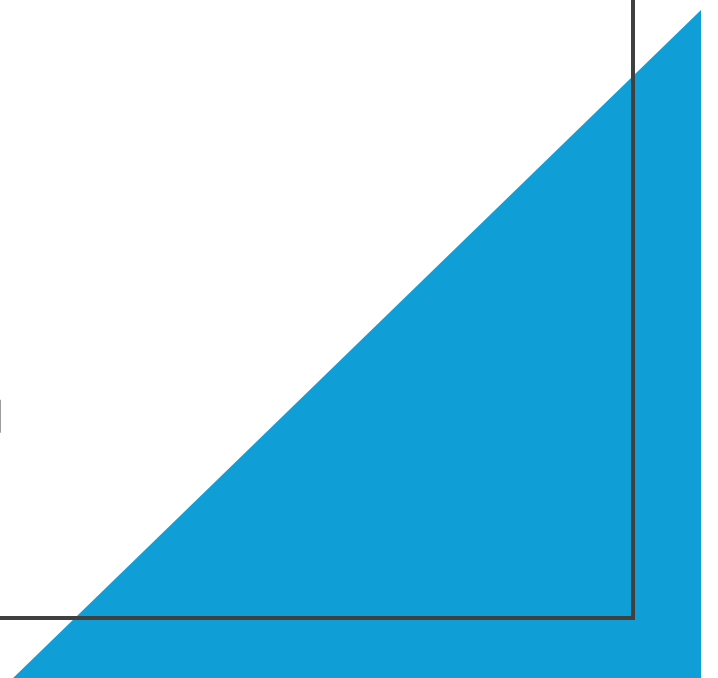


# Polling question 3

- What is the shortest verse in the Bible?
  - John 11:35 Jesus wept
  - 1 Thess 5:16 Rejoice always
  - Esther 8:9. Too long to write this verse out
  - Hezekiah 1:1 I hope you don't think this is a real Bible reference.
- 

# Reality Check

- No plan – we are just going to trust God in the moment.
- Yes – it’s true! God is one who establishes our plans.
- But can I also encourage you with this:
- There is wisdom in planning
- Proverbs 2:10-22 (portion of it). Planning ahead will protect you and understanding will guard you.” ESV



# If you are a CEO! Know your buses.



# Questions?

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