

# NONPROFIT SUPPORT SERVICES

## NEW NONPROFIT SEMINAR TOPICS

As part of our New Nonprofit Corporation Package we provide an EDUCATIONAL BOARD TRAINING SEMINAR for the new Board of Directors, staff and members. Our seminar covers a variety of important topics and is designed to educate the organization about the proper management of a nonprofit corporation, to alert it to a variety of potential legal problems or traps that nonprofit groups commonly face, and to answer questions about any and all aspects of operating and managing a nonprofit corporation.

*Our Board Training Seminars cover a variety of issues of concern to nonprofit corporations, including the following topics:*

- **Essential First Steps for New Nonprofit Corporations**
- **How To Manage a Nonprofit Corporation**
- **How To Avoid Personal Liability for the Corporation's Debts**
- **Proper Financial Procedures and Financial Controls**
- **Reporting Requirements for Nonprofit Corporations**
- **How To Deal With Conflicts of Interest**
- **How to Write and Adopt Minutes**
- **Properly Classifying Independent Contractors and Employees**
- **Creating and Using Board and Non-Board Committees**
- **Fiscal Sponsors and Raising Money During the First Months**
- **Successfully Gaining Federal Tax Exempt Status**
- **Unrelated Business Income: IRS Requirements**
- **Limits on Political Activity by Nonprofit Corporations**
- **IRS Public Disclosure Requirements**
- **State And Federal Laws That Govern Nonprofit Corporations**
- **And much more**

The seminar will be lead by an attorney who is a recognized expert in the laws governing nonprofit corporations.