

## Board Self-Assessment

An annual self-assessment of the board of directors is a helpful way to see what the board members think of their operations and what improvements are needed.

It also is a diplomatic way to remind board members of some elements of their job description that they may have ignored. Ask board members to fill out the form below anonymously and return it to the president or secretary who can tabulate the answers and share them with the board at the next meeting.

The board can then see more clearly if there are areas in which the board needs to improve the way it does its business.

<b>CONFIDENTIAL BOARD ASSESSMENT</b>			
1	At least 85% of the board attends each meeting.	YES	NO
2	Board members come to the board meeting prepared, having reviewed materials (agenda, financial and committee reports etc.) sent to them by staff at least a week in advance.	YES	NO
3	The board meeting agenda is prepared jointly by the executive director and president with input from staff and board.	YES	NO
4	Mission, goals, policies and/or by laws are often referred to during a board meeting as touchstones for decisions.	YES	NO
5	Given adequate personnel, board members see their job as setting policy and the staff job as administering that policy.	YES	NO
6	Board members are able to disagree with each other without personally attacking each other or the staff.	YES	NO
7	Most of the discussion at the board meeting is on issues that are important to the mission of the organization.	YES	NO
8	Oral committee reports are made only if there are items that require a decision by the board.	YES	NO
9	The executive director is open with the board about concerns.	YES	NO
10	There are educational sessions and field visits for the board that deepen understanding of the organization's programs.	YES	NO
11	Communications among the president and other board members are open.	YES	NO
12	The board evaluates the executive director annually.	YES	NO
13	All board members view contributing and raising funds as part of their job.	YES	NO
14	The board is supportive and knowledgeable about the involvement of volunteers in the organization.	YES	NO
15	All members of the board assist the nominating committee year around by suggesting potential new board members for consideration in the light of board-approved criteria.	YES	NO
16	The board attends the events sponsored by the organization	YES	NO
17	Most of the time I enjoy serving on this board.	YES	NO
18	The one thing I would like to change about board's operations is:		