

BOARD AND DIRECTOR ASSESSMENT

I RATE OUR GOVERNANCE AS A BOARD:	Good	Just OK	Needs Work	Don't Know
We support and accept the organization's mission .				
We review mission statement, policy manual and bylaws regularly.				
We abide by the bylaws in all dealings and activities.				
We understand the Duties of Care, Loyalty and Honesty .				
We have strong Board development strategies , including nominating committee, orientation program, annual planning retreat.				
We operate with strong committees who have action plans, reporting procedures and accountability, with appropriate membership and expertise.				
We respect and act on the recommendations of committees/task forces .				
We develop and achieve short and long range strategic goals .				
We sign annual conflict of interest statements.				
We have approved an agency whistle blower policy .				
We have approved an agency document retention and destruction policy .				
We have a board leadership succession plan in place.				
We actively advocate for the organization in the community and beyond.				
We hold annual self-evaluations .				
We review the annual Form 990 before it is filed.				
We know, understand and follow all Board policies and ensure timely reporting to local, state, federal regulatory bodies.				
We are covered by a Director & Officer Liability policy and know the extent and limitations of the policy.				
We confine our activities to policy and governance , not management issues.				
I RATE OUR FINANCIAL MANAGEMENT AS A BOARD:				
We set an achievable and sustainable annual budget .				
We require an independent audit or cash review annually.				
We set and accept fundraising goals for individual Board members.				
Every member of the Board makes an annual personal contribution .				
We participate in and support fundraising activities .				
We develop and approve a diverse fund development program .				
I RATE OUR ADMINISTRATIVE FUNCTIONS AS A BOARD:				
We hold effective meetings , following an agenda and time line.				
We have job descriptions for directors and officers.				
We review minutes and financial reports at every meeting.				
We require written committee reports at every meeting.				
We sign annual commitment letters .				
We have excellent Staff and Board relationships .				
We respect and follow the chain of command in relationships with Staff.				
We follow parliamentary procedure .				
I RATE OUR HUMAN RESOURCES MANAGEMENT AS A BOARD:				
We hire and supervise the CEO only and do not get involved in staff management.				
We set annual goals and evaluate the Executive Director's performance within agreed upon goals.				
We use comparative data to set the CEO's salary and benefits (per IRS 990).				

INDIVIDUAL DIRECTOR ASSESSMENT

I RATE MY GOVERNANCE AS AN INDIVIDUAL MEMBER OF THE BOARD:	Good	Just OK	Needs Work	Don't Know
I fully support and accept the mission of the organization .				
I have a copy of, and have read the Bylaws . I ensure Bylaws are followed in all dealings and activities.				
I understand, accept and take PERSONAL responsibility for achieving the annual budget .				
I actively serve on at least one Board committee .				
I advocate for the organization within my personal sphere of influence.				
I support and assist staff only as requested and required.				
I participate in short and long range planning activities.				
I participate respectfully in Board discussion to achieve informed and fair votes .				
Once the Board votes, I commit to support the decision .				
I understand that I have no authority apart from the full Board and cannot act on behalf of the Board without being authorized.				
I ensure that annual goals are met where my personal responsibility has been identified.				
RATE MY FINANCIAL MANAGEMENT AS AN INDIVIDUAL MEMBER OF THE BOARD:				
I make and recruit an annual financial gift to meet or exceed the established Board giving policy.				
I attend and secure financial support for all special fundraising events.				
I have considered designating (or have implemented) a planned gift .				
I understand the financial reports .				
I ensure timely reporting to local, state and federal regulatory bodies.				
I RATE MY ADMINISTRATIVE FUNCTIONS AS AN INDIVIDUAL MEMBER OF THE BOARD:				
I attend all regular and special meetings of the Board unless excused in advance.				
I arrive on time for meetings.				
I attend and participate in the annual planning retreat .				
I respect the chain of command in all dealings with Staff and other Board members.				
I come to all regular and special meetings prepared , having reviewed minutes, financials and other documents.				
OVERALL RATING FOR THE BOARD:				
OVERALL RATING FOR ME AS AN INDIVIDUAL MEMBER OF THE BOARD:				

THINGS WE CAN DO TO STRENGTHEN THE BOARD'S GOVERNANCE, FINANCIAL AND ADMINISTRATIVE MANAGEMENT:

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THINGS I CAN DO TO STRENGTHEN MY INDIVIDUAL PERFORMANCE:

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