



Best Practices of Best Boards

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Governance Issues

The Board is ultimately responsible for setting the organization's strategic direction.

The Board is ultimately responsible for effective and efficient governance of the organization.

The Board is ultimately responsible for ensuring the organization operates to serve its mission and purpose.

The Board supports the organization by making an annual financial contribution and actively engages in fundraising.

Duty of Care: Board members should act in good faith with the care that an ordinarily prudent person would exercise under similar circumstances. (Board members are fully informed and prepared to act effectively).

Duty of Loyalty: Board members must put the interests of the organization first, above personal or professional interests (Conflict of interest issues).

Duty of Honesty: Board members must act in accordance with the organization's stated mission and applicable laws. (Bylaws issues).

Board Management Tips

Nominating Committee Recruits Effectively

- Recruitment packet of information to ensure consistency.
- Year-round, begins after the annual meeting.
- Chaired by president-elect, past president, or senior Board member.
- Include Executive Director and community members-at-large.
- Identify WHAT is needed to successfully fulfill organization's mission.
- Identify WHEN you need the skills.
- Identify WHO can fill the vacancies.
- Involve prospective members in committees to assess performance.

Board Management Tips

Forms

Application
Job Description
Commitment Letter
Conflict of Interest Statement
(Download sample forms at www.jblockinc.com)

Board Management Tips

Board Orientation Required
Annual Strategic Planning
Committees to Address Strategic Plan
Effective Meetings
Board and Staff Roles Clarified
Succession Plan in Place
Recognition and Thanks

15 Questions To Ask Before Joining a Board

1. Mission and Vision? Are you passionate about it?
2. History and Major accomplishments?
3. Board Job Description?
4. When does the Board meet and for how long?
5. Is there usually a quorum?
6. Financial expectation for Board members?
7. Director and Officer Liability Insurance?
8. Strategic plan? Updated regularly?
9. New Board Orientation?
10. How is the Board organized?
11. IRS Form 990 current?
12. Monthly/regular financial statements?
13. Terms for Board members and elected officers?
14. Bylaws current?
15. Any pending legal issues facing the organization?