

Board Self-Assessment

Policy Type: Governance Process

Policy Code: GP-2-E

The Board may use one of the following self-assessment instruments to evaluate its performance during meetings.

Rate the Board's general meeting behavior by assigning a numerical rating using the following scale:

1	2	3	4	5
We failed	Unacceptable	Acceptable	Commendable	Met our best expectations

General meeting behavior

- _____ The Board followed its agenda and did not allow itself to get sidetracked.
- _____ The agenda was well planned to focus on the real work of the Board
- _____ The meeting was well attended
- _____ The meeting proceeded without interruptions or distractions.
- _____ The Board's decision-making processes were understood and were implemented appropriately.
- _____ Participation was balanced. Everyone participated, no one dominated.
- _____ Members all listened attentively as each participant spoke. Board members avoided side conversations.
- _____ Work was accomplished in an atmosphere of trust and openness.
- _____ Meeting participants treated each other with respect and courtesy.

Governance principles review

- _____ Most Board actions occur at the policy level rather than at the operational level.
- _____ Any stand-alone resolutions considered by the Board were clearly the Board's work.
- _____ The Board reviews what it has already said in its policy about each specific topic before discussion on that issue.
- _____ In writing additional policies, the Board starts with a broad statement and becomes more detailed in a logical sequence.
- _____ The Board uses less than 15 percent of Board meeting time monitoring past performance.
- _____ The Board routinely spends time monitoring and improving its own process.
- _____ The Board works on clarifying Board priorities/values among the range of potential outcomes, beneficiaries and costs of outcomes.
- _____ Ends policies are clearly and logically stated and support the mission.
- _____ The Board follows an annual calendar based on a plan for accomplishing its job.
- _____ The Board Chair helps the Board get its job done rather than supervising or becoming involved in staff work.
- _____ The Board spends most of its time debating, defining and clarifying its vision and in linking with its owners and public as opposed to "fixing things"
- _____ The Board supports the CEO in any reasonable interpretation of applicable Board policies.

Board Effectiveness Feedback

Date: _____

In your opinion, did every board member:

YES

NO

- | | | |
|--|-------|-------|
| 1. Study the agenda prior to the meeting? | _____ | _____ |
| 2. Participate in the meeting, with no one dominating? | _____ | _____ |
| 3. Listen attentively as each participant spoke, avoiding side conversations? | _____ | _____ |
| 4. Treat each other with respect and courtesy? | _____ | _____ |
| 5. Contribute to an atmosphere of trust and openness? | _____ | _____ |
| 6. Avoid micromanaging? | _____ | _____ |
| 7. Appear to have contacted the CEO or chair in advance concerning questions about agenda items? | _____ | _____ |
| 8. Follow the agenda and not get sidetracked? | _____ | _____ |
| 9. Was information provided in a manner that made it easily understandable? | _____ | _____ |
| 10. Was the agenda well-planned to focus on the work of the Board? | _____ | _____ |

Comments: (If you answered "No" to any of the above, please explain.)
