

Nonprofit Sample Board of Trustees Evaluation Form 2012 Annual Board Assessment

INSTRUCTIONS:

- Please review the FULL BOARD QUESTIONS listed below prior to the next BOT meeting.
- The next meeting will include time for a discussion of these items.
- After the meeting, the governance committee will summarize the discussion's key takeaways and present draft board objectives for discussion and approval at the following board meeting.
- Please review the individual trustee questions for your own, personal self-evaluation.

FULL BOARD QUESTIONS

1. What percentage of time at each meeting is spent talking about things that have already happened (staff reports, financial reports, etc.)? Is the percentage appropriate?
2. When the board talks about past issues, is it to quantitatively monitor progress, or just "report activity?"
3. When the board discusses new issues, does it simply approve what management suggests – or does constructive interaction take place with trustees asking probing questions?
4. Are there adequate opportunities to raise questions or comment on issues affecting the organization?
5. The Freeh Report made several recommendations for college boards, but the principles are applicable to many organizations. Have you reviewed the findings? If so, what concerns you as you think about applying the principles to this organization?
6. Besides financial, what are the biggest risks facing the organization?
7. Does the board, as a whole, bring diversity of thought and possess the right skills that enable meaningful discussions concerning issues facing the organization?
8. Does the board do as much as it could do to assist the organization in fundraising and friend raising?
9. What three changes in board structure or practices would enhance board effectiveness and the organization's ability to fulfill its mission?
10. What should be the BOT's key objectives for next year?
11. EXECUTIVE SESSION: Is there quantifiable criteria by which to measure the president's performance ... and does the board do an adequate job of assessing performance with objectives?

PERSONAL DISCUSSION NOTES

This sample is designed for an organization that is conducting the assessment internally, with the governance committee chair facilitating a board discussion.

For additional information,
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INDIVIDUAL TRUSTEE SELF-EVALUATION (Not for sharing during the board discussion.)

1. I understand the organization's mission, goals, and challenges.
2. I keep abreast of national, state and local trends that affect the organization.
3. During meetings I participate in discussions, ask probing questions and seek relevant answers before voting.
4. I've been on the board for more than a year, and I'm confident about where I fit in and how I can best contribute.
5. I contribute financially to the organization.

Agree Disagree



If you disagree with any of these statements, let's talk. We want your trusteeship to be rewarding.