

SAMPLE

Board Assessment 20xx ~ Highlights

Strengths

Balance of New & Old Members
 Elected Chair Leads and Coordinates
 Regularly Scheduled Meetings
 Meetings Begin & End on Time
 Prepared Agenda & Advanced Materials
 Board and Committee Minutes Circulated

Challenges

Term Limits
 Potential Board Member Pool
 Trained to Recruit & Select
 Responsibilities Statement
 Training on Board Skills & Duties
 Board Annually Reviews Its Performance

Disagreement

Representative of Constituency
 Legal Liabilities Understood
 By-Laws Describe Board Conduct
 Functioning Executive Committee
 All Involved in Aspect of Fund Development
 New Leadership Is Consistently Emerging

	1	2	3	4	5	6	7	8	9	10	11	12	Ave. Score		
SELECTION AND COMPOSITION															
1	Vitally Interested Persons	2	2	2	1	2	2	1	2	2	2	1	1	1.67	
2	Representative of Constituency	0	1	0	1	2	2	2	1	0	2	0	2	1.08	5.3.4
3	Balance of New & Old Members	2	2	1	1	2	2	2	2	2	2	2	2	1.83	
4	Members w/ Necessary Skills	2	2	1	1	2	1	1	2	1	1	1	2	1.42	
5	Term Limits		0	0	0	0	0	0	0	0	0	0	0	0.00	
6	Potential Board Member Pool		0	1	0	0	1	0	0	0	0	1	0	0.27	
7	Volunteers on Committees		0	0	1	0	2	1	0	0	0	0	0	0.36	
8	Trained to Recruit & Select	0	0	0	0	0	0	0	0	0	0	0	0	0.00	
ORIENTATION AND TRAINING															
9	Responsibilities Statement	0	0		0	0	0	0	1	0	0	1	0.18		
10	Legal Liabilities Understood	2	0	1	1	2	0	2	0	2	0	1	1	1.00	4.4.4
11	New Member Orientation	0	0	1	0	0	0	1	1	0	0	0	0	0.25	
12	Supplied Board Manual	1	2	1	1	2	1	1	2	2	0	2	2	1.42	
13	Training on Board Skills & Duties	0	0	1	0	0	0	0	0	0	0	0	1	0.17	
STRUCTURE & ORGANIZATION OF BOARD															
14	By-Laws Describe Board Conduct		1	2	1	2	0	2	1	1	0	1	2	1.18	4.5.2
15	Functioning Executive Committee		2	2	0	1	1	2	1	2	0	2	0	1.18	5.3.3
16	Elected Chair Leads and Coordinates	2	1	2	2	2	2	2	2	2	0	2	2	1.75	
17	Active Board Committees	1	1	1	1	1	1	1	1	0	2	2	1	1.08	
18	Committee Assignments Reviewed	0	0	1	1	0	0	0	0	0	1	1	1	0.42	
19	Strong Chair/Executive Relationship	2	2	2	1	1	1	1	2	1	1	2	1	1.42	
20	Clear Board & Staff Responsibilities	1	1	1	1	1	1	1	1	0	0	2	1	0.92	
21	Board and Staff Respect & Rapport	2	2	2	2	1	1	2	2	1	2	2	2	1.75	
THE BOARD AT WORK															
22	Regularly Scheduled Meetings	2	2	2	2	2	2	2	2	2	2	2	2	2.00	
23	Meetings Begin & End on Time	2	2	2	2	2	2	2	2	2	2	2	2	2.00	
24	Prepared Agenda & Advanced Materials	2	2	2	2	2	2	2	2	2	1	2	2	1.92	
25	Active, Open Discussion & Participation	2	2	2	2	1.5	1	0	1	1	2	2	1	1.46	
26	Primarily Policy, Planning and Review	2	2	1	2	2	2	1	2	1	1	1	1	1.50	
27	Board and Committee Minutes Circulated	2	2	2	2	2	2	2	2	1	2	2	2	1.92	
28	Active Committees Complete Tasks	1	0	1	2	2	2	2	2	1	2	2	2	1.58	
29	Aware of Local, State & National Concerns	2	0	1	2	2	2	0	1	1	1	2	2	1.33	
30	Members Accept & Complete Assignments	2	1	2	2	2	2	1	2	1	1	2	1	1.58	
31	Members Follow Thru In Timely Manner		1	1	1	2	1	1	2	0	2	2	2	1.36	
32	Make Annual Self Defined Generous Gift	1	1	2	2	2	1	1	2	1	2	1	2	1.50	
33	All Involved in Aspect of Fund Development		1	2	2	1	1	0	0	0	0	1	1	0.82	2.5.4
34	Board Annually Reviews Its Performance		0	1	1	0	0	0	0	0	0	1	0	0.27	
35	New Leadership Is Consistently Emerging	1	0	0	1	2	2	0	1	0	0	0	1	0.67	2.4.6
TOTAL													1.12		