

SECTION:	Board of Directors	POLICY:	Assessment
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APPROVED BY:	Board of Directors		

POLICY

The Board assessment process and individual tools are designed to help the Board member review the effectiveness of the Board, review their contributions to the Board and identify personal development goals.

PROCEDURE

Community Care Northumberland will distribute the Board assessment annually (April) to Board members for completion. Completed Board assessment questionnaires will be collated and shared with the Board.

The Board will analyze the survey results and develop recommendations for strengthening Board practice. Recommendations will then be assigned to appropriate Committees and added to work plans for implementation and oversight.

Suggested improvement to these forms will be considered and improvements made as necessary.

NEXT REVIEW DATE:

*Reviewed (R)/Revised (RV)		REVISION HISTORY
R/RV	Date	Description
RV	Aug/19, Mar/20, April/21	
R	Jan/16, Oct/19	



BOARD MEMBER EVALUATION

A. How well has the Board done its job?

- 1) Our organization operates with a strategic plan or set of measurable goals and priorities.
- 2) The Board's regular meeting agenda items reflect our strategic plan of priorities.

B. How well has the board conducted itself?

- 3) As board members, we are aware of what is expected of us.
- 4) The agenda of Board meetings is well planned so that we are able to get through all necessary board business.
- 5) Board members come to meetings prepared.
- 6) We receive written reports to the Board in advance of our meetings.
- 7) All Board members participate in important board discussions.
- 8) We do a good job encouraging and dealing with different points of view.
- 9) The Board assesses its composition and strengths in advance of recruiting new Board members.
- 10) Our Board meetings are meaningful and productive.

C. Board's relationship with the Chief Executive Officer

- 11) There is a clear understanding of most matters where the board's role ends, and the CEO's role begins.
- 12) There is good two-way communication between the Board and the CEO.

D. My performance as a board member

- 13) I am aware of what is expected of me as a Board member.
- 14) I have a good record of meeting attendance
- 15) I read the minutes, reports and other materials ahead of the meetings
- 16) I am familiar with Agency by-laws and governing policies.
- 17) I follow through on things I have said I would do
- 18) I maintain the confidentiality of all Board decisions.
- 19) When I have a different opinion than the majority, I raise it.



- 20) I support board decisions once they are made even if I don't agree.
- 21) I promote the work of our agency in the community whenever I have the chance.
- 22) I am informed about issues relevant to our mission and bring information to the attention of the board.

E. Feedback to the Chair of the Board

- 23) The chair is well prepared for board meetings
- 24) The chair helps the board stick to the agenda
- 25) The chair tries hard to ensure that every board member has an opportunity to be heard.
- 26) The chair demonstrates good listening skills.
- 27) The chair is effective in delegating responsibility to members.

F. Board Education

- 28) Do you have any suggestions for the board education topics?