



SECTION: Board of Directors

POLICY: Assessment

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REVISED: Aug/19, Mar/20, Apr/21, Oct/23

NEXT REVIEW: 2026

REVIEWED: Jan/16, Oct/19

POLICY:

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

PROCEDURE:

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

The Governance Committee 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.

*Addendum: Board Self Evaluation Questionnaire.

Board Self Evaluation Survey

A. How Well Has the Board Done Its Job?

1. Our organization operates with a strategic plan or set of measurable goals and priorities.

Comments

2. The Board's regular meeting agenda items reflect our strategic plan of priorities.

Comments

3. The Board has ensured that the organization's accomplishments and challenges have been communicated with it's key stakeholders.

Board Self Evaluation Survey

B. How Well Has the Board Conducted Itself?

4. As board members, we are aware of what is expected of us.

5. The agenda of Board meetings are well planned so that we are able to get through all necessary board business.

Comments

6. Board members come to meetings prepared.

Comments

7. We receive written reports to the Board in advance of our meetings.

Comments

8. All Board members participate in important board discussions.

Comments

9. We do a good job encouraging and dealing with different points of view.

Comments

10. We all support the decisions we make.

Comments

11. The Board assesses its composition and strengths in advance of recruiting new Board members.

Comments

12. Our Board meetings are meaningful and productive.

Comments

Board Self Evaluation Survey

C. Board's Relationship with Chief Executive Officer

13. There is a clear understanding on most matters where the board's role ends and the CEO's role begins.

Comments

14. There is good two-way communication between the Board and the CEO.

Comments

Board Self Evaluation Survey

D. My Performance as a Board Member

15. I am aware of what is expected of me as a Board member.

Comments

16. I have a good record of meeting attendance.

Comments

17. I read the minutes, reports and other materials ahead of the meetings.

Comments

18. I am familiar with Agency by-laws and governing policies.

Comments

19. I follow through on things I have said I would do.

Comments

20. I maintain the confidentiality of all Board decisions.

Comments

21. When I have a different opinion than the majority, I raise it.

22. I support board decisions once they are made even if I don't agree.

Comments

23. I promote the work of our agency in the community whenever I have the chance.

Comment

24. I stay informed about issues relevant to our mission and bring information to the attention of the board.

Comments

Board Self Evaluation Survey

E. Feedback to the Chair of the Board

25. The chair is well prepared for board meetings.

Comments

26. The chair helps the board stick to the agenda.

Comments

27. The chair tries hard to ensure that every board member has an opportunity to be heard.

Comments

28. The chair demonstrates good listening skills.

Comments

29. The chair is effective in delegating responsibility to members.

Comments

Board Self Evaluation Survey

Board Education

30. Do you want to see Board education at each meeting?

Yes

No

31. How long would you like each session to be?

Would you like 15 minute sessions.

Would you like 30 minute sessions.

32. Would you prefer agency information, information from external partners or a combination of both?

- Agency Information
- External Partner information
- Information from Agency & External Partners

33. Do you have any suggestions on Board education topics?