





STRATEGIC ASSESSMENT OF CURRENT BOARD

BUSINESS SKILLS

Skill

Have

Need

Don't Need

Accounting/Bookkeeping
Development/Fundraising
Events Planning and Logistics
Real Estate/Facilities
Financial/Business Mgmt
Legal
Marketing/Public Relations/Advertising
Graphic Design
Strategic/Long Range Planning
Technology
Other

INDUSTRY/AREA

Industry

Have

Need

Don't Need

Hospitality/Travel
Marketing/Communications
Legal
Small Business/Entrepreneurs
Education/ University
Accounting
Banking
Investing
Media
Nonprofits
Retail
Architecture & Design
Real Estate/Developers
Creative Industries
Fashion/Lifestyle
Other

In-Kind Board Donations

In-Kind Donation

Have

Need

Don't Need

Printing
Office Space
Office Equipment
Computer/software
Catering
Host Event
Retail gift certificates
Travel and hotel
Advertising/Media
Other

Other Considerations

Demographics

Age
Gender
Ethnic Group
Sexual Orientation

Geographic

City or Zipcode Other state or area

Psychographic

Wealth
Groups/Affiliations

BOARD SELF ASSESSMENT

(Adapted from the Board Leadership Project of Governance Matters)

	Totally agree	Do not agree at all			
	1	2	3	4	5
Determining the Mission and Directions					
Board members understand and are committed to the mission.
Board decisions are based on and support the mission
Board members actively participate in strategic planning and ongoing strategic thinking.
The board has adopted, and utilizes, explicit measures of progress toward identified outcomes
There is a healthy balance between respect for the group's historical legacy and willingness to embrace change.
Comments / suggestions?					
	Totally Agree		Do not agree at all		
Maintaining a productive and engaging Board Culture					
The work of the board is clearly laid out.
There are universally accepted, high expectations for board participation.
Board members receive enough information to do their work.
Board meetings are characterized by substantive discussions, respectful debate and informed decision making.
Decisions are made by the full board rather than by the Executive Committee or Executive Director.
The accomplishments of long-term board members are recognized and acknowledged.
Comments / suggestions?					

	Totally agree	Do not agree at all			
	1	2	3	4	5
Insuring the present and future health of the board: Recruitment through Retirement					
There is an effective process to determine board recruitment priorities based on the work of the board
Board composition reflects the expertise, diversity of background and access to resources needed by the organization

Clear expectations are explained during the recruiting process.
There is a specific focus on leadership development for new board members, including orientation, training and partnering with more seasoned board members.
Past leaders allow new leaders to lead.
Board members are placed in leadership positions after a reasonable amount of board services, and are supported in fulfilling their leadership responsibilities.
There is a succession plan for board officers and committee chairs
The board has an effective process to assess progress towards achieving its goals.
The board has an effective process to assess the performance of board members toward achieving board expectations.
Comments / suggestions?					

	Totally agree	Do not agree at all			
Managing the work of the Board	1	2	3	4	5
There is a regular process to determine the priority work of the board.
Work assignments to committees are specific and clear
Board agendas manage the time of the board so that there is opportunity for engaging discussions on policy and strategic matters
Items that we should spend less/more time on at Board meetings:					
Changes in communication that would improve the effectiveness of the board might include:					
Comments / suggestions?					
	Totally agree	Do not agree at all			
Serving as advocates for the organization	1	2	3	4	5
There is an agreed 'elevator speech" describing the organization that board members are familiar with and can use
Board members represent the organization in public
There is a board approved public relations and marketing strategy
Ensuring Adequate Resources	1	2	3	4	5
All board members make personally meaningful financial contributions
Board members actively participate in fundraising activities and solicitations
The board is actively engaged in establishing the Development plan.
Comments / suggestions ?					
	Totally agree	Do not agree at all			
Insuring Financial Integrity	1	2	3	4	5
The board plays an active role in the development of the budget
The board receives regular budget to actual reports
Board members are sufficiently knowledgeable to ask meaningful questions about finances and financial management
The board regularly reviews the financial controls and their implementation
The board has established an investment policy and reviews investment performance
Comments / suggestions ?					
	Adequate	Not adequate			
Selecting, Supporting, Compensating and reviewing the Executive Director	1	2	3	4	5
The board reviews the compensation of the Executive Director based on industry standards
There is a job description for the position of Executive Director
There is process for an objective review of the Executive Directors performance
The respective roles of board and staff are discussed openly

	Totally agree	Do not agree at all
Personal Experience		
I feel positive about being on the Board.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
62. I have a clear idea of my role on the board, how I can have impact and what is expected of me.	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
I am satisfied with my personal performance in meeting the following responsibilities:	Satisfied	Dissatisfied
63. Attendance at board meetings	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
64. Preparing for board meetings	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
65. Contributing to the effectiveness of board meetings	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
66. Tracking program progress	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
67. Providing financial oversight	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
68. Providing guidance on organizational strategy and directions	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
69. Establishing board priorities	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
70. Productive work on a committee/task force	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
71. Making a personally meaningful financial contribution	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
72. Providing access to financial resources	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
73. Providing access to non-financial resources	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
74. Serving as an effective ambassador	<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	
75. Comments or suggestions about your experience on the Board or about how the Board could be more effective.		



How confident are you that as an effective governing body, the board: **SCALE 1 = Not At All Confident, and 5 - Very Confident.**

1. Monitors and evaluates the health of the organization?
2. Ensures the organization is serving its primary stakeholders well?
3. Monitors financial performance and projections on a regular basis?
4. Has a strategic vision for the organization?
5. Has adopted an income strategy (that combines contributions, earned income and other revenue) to ensure adequate resources?
6. Has a clear policy on the responsibilities of board members in fundraising?
7. Currently contains an appropriate range of expertise and diversity to make it an effective governing body?

How confident are you that most or all board members: **SCALE 1 = Not At All Confident, and 5 - Very Confident.**

1. Understand the mission and purpose of the organization?
2. Are adequately knowledgeable about the organization's programs?
3. Act as ambassadors to the community on behalf of the organization and its constituencies?
4. Follow through on commitments they have made as board members?
5. Understand the respective roles of the board and staff?
6. Are appropriately involved in board activities?

Please comment:

Why did you join the board?

What are the top two strengths of the board?

What are the top two concerns?

What can the organization do to make your board participation more meaningful and satisfying to you?

What do you think should be the minimum board giving requirement?

What suggestions/questions do you have for the board chair or the director about the board, your own role, or any other aspect of the organization?

Other Comments/Suggestions: