

BOARD MEMBER SELF-ASSESSMENT

This checklist is a simple way to assess your performance as a board member.
How do you rate?

1. Do I attend board meetings regularly and participate actively?
2. Do I read and understand the minutes of the board meetings (even those I miss)?
3. Do I serve on a board committee and do I follow through with my committee responsibilities?
4. Do I see to it that all committee deliberations are reported to the Board?
5. Do I understand how organization policies are created and implemented?
6. Do I understand the organization's finances and budgets?
7. Do I know the organization's financial condition?
8. Do I disclose any conflicts of interest with the organization to the Board on a regular basis?
9. Do I treat the affairs of the organization with the same care I would my own?
10. Do I ask questions if I am unclear about board discussions or organization policy?
11. Do I know if the organization is living up to all the requirements of its nonprofit, tax-exempt status?
12. Do I know if the organization is complying with the laws of the state(s) that it is operating in?
13. Do I monitor the image of the organization in the community on an ongoing basis?
14. Do I understand my responsibilities as a board member?
15. Do I know if the board has proper legal and accounting representation?
16. Do I visit the organization's facilities on a regular basis?
17. Do I read the publications of the organization and understand them?
18. Can I publicly state my position if I disagree with a policy or proposal?
19. Do I understand the difference between board and staff roles?
20. Do I know what to do in a crisis situation?