



Quarterly Board Member Self-Evaluation Form

Name: _____ Date: _____

An evaluation form will be distributed on a quarterly basis. Answer the following questions giving thought to each question and return to the Director of Marketing & Engagement. Use the following questions for individual board member evaluation. If you answer "yes" to these questions, you are most likely fulfilling your responsibilities as a board member.

| | Yes | No | Unsure |
|---|-----|----|--------|
| 1. Do I understand and support the mission of the organization? | | | |
| 2. Am I knowledgeable about the organization's programs and services? | | | |
| 3. Do I follow trends and important developments related to this organization? | | | |
| 4. Do I assist with fundraising and /or give a significant annual gift to the organization? | | | |
| 5. Have I read and understand the organization's financial statements? | | | |
| 6. Do I have a good working relationship with the President / CEO? | | | |
| 7. Do I recommend individuals for service to the board? | | | |
| 8. Do I prepare for and participate in board meetings and committee meetings? | | | |
| 9. Do I act as a good-will board member to the organization? | | | |
| 10. Do I find serving on the board to be a satisfying and rewarding experience? | | | |

| | | | |
|--|--|--|--|
| 11. Have I read and understand the organization's goals and objectives for the current year? | | | |
| 12. If a member of a Council and /or committee, am I an active and informed participant in meetings, and do I understand the goals and objectives of the Council and/or committee? | | | |





Quarterly Board Meeting Evaluation Form

A board meeting evaluation form will be distributed on a quarterly basis. Answer the following questions giving thought to each question and return to the Executive Assistant. Use the following questions to evaluate board meetings.

| | OK | Needs Improvement | Suggestions for Improvement |
|---|----|-------------------|-----------------------------|
| 1. The agenda was clear, supported by the necessary documents, and circulated prior to the meeting. | | | |
| 2. All board members were prepared to discuss materials sent in advance. | | | |
| 3. Reports were clear and contained needed information. | | | |
| 4. We avoided getting into administrative / management's details. | | | |
| 5. A diversity of opinions were expressed and issues were dealt with in a respectful manner. | | | |
| 6. The Chairman guided the meeting effectively and members participated responsibly. | | | |
| 7. Next steps were identified and responsibility assigned. | | | |
| 8. All board members were present. | | | |
| 9. The board meeting began and ended on time. | | | |
| 10. The meeting room was conducive to work. | | | |