



BEST BOARD PRACTICES CHECKLIST AND EVALUATION

Date:

	PRACTICE	RATING 1=always 2=sometimes 3=needs work 4=no	COMMENT
1.	Nominating or governance committee		
2.	Board profile used in recruiting new members		
3.	Nominees interviewed		
4.	Written selection criteria for board members		
5.	Board manual		
6.	Orientation for new members		
7.	Written policy about attendance at board and committee meetings		
8.	Written policy on dismissal for absenteeism		
9.	Absenteeism policy enforced		
10.	All board members have officer or committee responsibility		
11.	Agenda distributed prior to meetings		

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12.	Annual board retreat		
13.	Executive committee of board		
14.	Written policy specifies roles and powers of executive committee		
15.	Collective board self-evaluation		
16.	Board self-evaluation used		
17.	Evaluation of individual board members		
18.	Members receive feedback from individual evaluations		
19.	Written expectations about giving and soliciting		
20.	Board meets expectations about giving and soliciting		
21.	Board process for CEO performance appraisal		
22.	Limit on number of consecutive terms for members		
23.	Recognition on retiring board members for their service		
24.	Board uses consensus decision making (# always/usually)		
25.	CEO role in board nominations (# with extensive participation)		