



**Northeast Institute for Quality Community Action
CAA Board Assessment Tool.**



Please circle the rating which best reflects your response to the following statements:

1. Strongly Agree 2 Agree 3 Disagree 4 Strongly Disagree NS: Not Sure

<i>The agency has a written mission statement which the Board understands and routinely considers when establishing organizational plans, policies and priorities.</i>	1	2	3	4	NS
<i>The size and composition of the Board meets both agency Bylaw and Federal/State CSBG and other applicable regulatory/legal standards.</i>	1	2	3	4	NS
<i>Board members reflect a diverse array of experience, expertise and community representation which helps the Board make more thoughtful and informed decisions.</i>	1	2	3	4	NS
<i>The Board has been offered training to address emerging needs and promote Best Practices in agency governance.</i>	1	2	3	4	NS
<i>The Board does a good job of recruiting, nominating, electing and orienting new Board members on a timely basis.</i>	1	2	3	4	NS
<i>The Board receives meeting notices, agendas, minutes and relevant information at least 5 days in advance of Board meetings.</i>	1	2	3	4	NS
<i>Board meetings are focused on broader issues of policy formulation, strategic planning and management oversight rather than procedural issues, administrative details or simple information reporting.</i>	1	2	3	4	NS
<i>The roles and responsibilities of the Board and the agency's Executive are clear and respected.</i>	1	2	3	4	NS
<i>The Board completes a timely, annual written appraisal of the performance of the agency's Executive/CEO.</i>	1	2	3	4	NS
<i>Board member meeting attendance reflects a strong collective commitment to promoting the mission and goals of the agency.</i>	1	2	3	4	NS
<i>The Board has approved an updated agency Strategic Plan and progress in implementing the Plan is reviewed on an annual basis.</i>	1	2	3	4	NS
<i>The Board approves an annual organizational operating budget prior to the start of a new corporate fiscal year.</i>	1	2	3	4	NS
<i>The Board routinely receives and reviews timely, accurate and understandable financial reports throughout the year including an independent annual audit.</i>	1	2	3	4	NS
<i>Board members have received, signed and comply with agency Code of Ethics and Conflict-of-Interest policies.</i>	1	2	3	4	NS
<i>The Board is knowledgeable about agency programs and receives reports assessing performance based on ROMA goals and standards.</i>	1	2	3	4	NS
<i>Board Committees are active and contribute to the overall effectiveness and productivity of the Board.</i>	1	2	3	4	NS
<i>The Board acknowledges and exercises its responsibilities to assist in agency marketing and fundraising.</i>	1	2	3	4	NS
<i>Board meetings make the most productive use of member's time and afford opportunities for members to share ideas and opinions.</i>	1	2	3	4	
<i>The Board has an adequate amount of liability insurance and has adequate risk management and control policies in place.</i>	1	2	3	4	NS
<i>Overall, my experience as a Board member has been both positive and productive.</i>	1	2	3	4	NS

In your opinion, what 3 actions could be taken to improve the performance and productivity of the Board during the coming year:

1. _____

2. _____

3. _____

Could the performance of the Board be improved with training focused on addressing specific needs? If so, what are some the needs which you feel should be addressed during the upcoming year? _____

Is there any way you feel the Board could make more effective use of your time and talents?

Yes _____ No _____ Not Sure _____

If Yes, please explain: _____

Any Other Suggestions for Improving Board Effectiveness?

Board Member Name (Voluntary):

Thank you for your continued interest and support.