

## **Community Foundation of Greater South Wood County, Inc.**

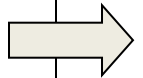
### ***Guidelines for Board Self-Assessment***

1. Executive Session for Board Self-Assessment will be noted as the final agenda item of each monthly and quarterly Board Meeting - with a time limit clearly stated.
2. Board Chair will call Executive Session to order and ask Board Members to complete the dated Self-Assessment Tool - found in the back folder of the board docket.
3. Verbal discussion will follow and is to be captured in the minutes by Governance Chairperson.
4. Governance Chairperson will collect completed forms and submit to Executive Assistant - who will aggregate all data into a continuous spreadsheet format of the calendar year and distribute to all Board Members via an online posting to the Board's basecamp website within a timely manner.
5. Governance Chairperson will immediately address any urgent concerns with the full Governance Committee and Board Chair. All other feedback will be discussed at regularly scheduled Governance Committee Meetings.

*(As Drafted by Governance Committee on 10.26.09)*

## CFGSWC Monthly Board Meeting Assessment Tool

	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 came prepared to discuss the materials sent in advance.			
3. Reports were clear and contained needed information			
4. The board focused on strategic issues and policy decisions.			
5. A diversity of opinions was expressed, and issues dealt with in a respectful manner.			
6. The chair guided the meeting effectively.			
7. Members participated responsibly.			
8. Next steps were identified and responsibilities assigned.			
9. All board members were present.			
10. The meeting began and ended on time.			
11. The meeting room was conducive to work.			
12. The environment/culture of the meeting was enjoyable.			
13. My time and talents were used wisely in this meeting.			



Identify ways that strategic discussion advanced the core focus areas of work:

Working Together... \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Learning Together... \_\_\_\_\_  
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Sparking New Solutions... \_\_\_\_\_  
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