

Board of Directors Self-Assessment Questionnaire

The following questionnaire is designed to obtain your input about the performance and functioning, during the last [twelve months], of our Board of Directors (the "Board"). This inquiry is part of the Board's self-evaluation process as recommended by nonprofit corporate governance best practices principles.

The questionnaire is divided into three sections: structure, information, and dynamics. Each section includes a set of statements for which we ask your response on a standard scale ("Strongly Disagree," "Disagree," etc.). You should not feel bound to these questions; you are invited to provide input on all aspects of Board functioning. Space for written

comments is included at the end of the questionnaire, along with a request for any suggestions you have about the evaluation process.

You may complete this document by adding your responses electronically and e-mailing it or by writing on a hard copy and mailing or scanning it back to [the Executive Director] .

We would very much appreciate your completing the questionnaire by [_____, 20XX].

Thank you very much for your assistance.

* * * * *

| Topic | Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree |
|--------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Structure | | | | | |
| 1. Board has the right number of members. | <input type="checkbox"/> |
| 2. Board members have the appropriate talent, experience, diversity, independence, character, and judgment. | <input type="checkbox"/> |
| 3. [The Board sufficiently reflects the diversity of [our client population] in the Bay Area.] [note: conform to client goals and context] | <input type="checkbox"/> |
| 4. The role and responsibilities of Board members are clear. | <input type="checkbox"/> |
| 5. Board has the right number of meetings per year. | <input type="checkbox"/> |
| 6. Board has appropriate input into setting agenda items for the meetings. | <input type="checkbox"/> |
| 7. There is enough time at Board meetings for presentation and discussion of topics. | <input type="checkbox"/> |
| 8. Board meetings are well organized and planned, and an effective use of time. | <input type="checkbox"/> |
| 9. Board's annual retreat is effective in helping the Board focus on strategic issues. | <input type="checkbox"/> |
| 10. Board has the right committees. | <input type="checkbox"/> |
| 11. Committees have the right number of members. | <input type="checkbox"/> |
| 12. Board members have adequate input regarding their committee assignments. | <input type="checkbox"/> |
| 13. Committees have the right number of meetings per year. | <input type="checkbox"/> |

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| Topic | Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree |
|----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Information | | | | | |
| 14. Board receives appropriate pre-reading materials in advance of Board meetings. | <input type="checkbox"/> |
| 15. Board receives pre-reading materials far enough in time before Board meetings to permit thorough review. | <input type="checkbox"/> |
| 16. Board receives relevant and timely information about meeting agendas and logistics. | <input type="checkbox"/> |
| 17. Minutes of Board meetings accurately and thoroughly reflect the decisions, deliberations, and activities that occur at the meetings. | <input type="checkbox"/> |
| 18. Presentations by staff at Board meetings are data-driven and useful. | <input type="checkbox"/> |
| 19. Presentations by committees at Board meetings are useful. | <input type="checkbox"/> |
| 20. Board receives appropriate, responsive, and timely follow-up from staff in response to issues raised by Board. | <input type="checkbox"/> |
| 21. Board benefits from occasional visits to outside locations, such as locations of our partner organizations. | <input type="checkbox"/> |
| 22. Board has adequate access to external and internal advisors, such as the independent auditor and legal counsel. | <input type="checkbox"/> |
| Dynamics | | | | | |
| 23. The subjects covered at Board meetings are the right subjects. | <input type="checkbox"/> |
| 24. Board devotes sufficient time to, understands, and influences appropriately Client's strategic direction. | <input type="checkbox"/> |
| 25. Committees effectively assist Board with oversight of their respective areas. | <input type="checkbox"/> |
| 26. Board clearly communicates goals, expectations, and concerns regarding Executive Director's performance. | <input type="checkbox"/> |
| 27. Board has sufficient input into and effectively oversees Executive Director and staff evaluation, compensation, and succession planning. | <input type="checkbox"/> |
| 28. Board members understand that they are responsible for making personal financial contributions to Client and for supporting other fundraising. | <input type="checkbox"/> |
| 29. Board members come to meetings well-prepared and focused on the work. | <input type="checkbox"/> |
| 30. All directors are involved in our discussions and decisions. | <input type="checkbox"/> |
| 31. Board deliberations are open and constructive. | <input type="checkbox"/> |
| 32. Our boardroom is welcoming to and inclusive of all of our directors. | <input type="checkbox"/> |

Please provide any additional comments about Board performance and functioning (where appropriate please reference the applicable number):

The best thing about serving on the Client Board:

Suggested improvements:

Do you have comments about this questionnaire or self-evaluation process? Are there other questions we should be asking?