

A Practical Checklist for Stronger Boards.

How do you know?

Governance

- ☐ We understand the difference between governance and management.
 - ☐ We stay focused on mission.
 - ☐ We follow our bylaws and policies.
-

Meetings

- ☐ Agendas are sent in advance.
 - ☐ Board materials are reviewed before meetings.
 - ☐ Meetings allow time for strategic discussion.
 - ☐ Decisions are clearly documented.
-

Board Members

- ☐ Expectations are clear.
 - ☐ New members receive orientation.
 - ☐ Attendance and participation are strong.
 - ☐ The board recruits based on organizational needs.
-

Executive Director Partnership

- ☐ Roles and responsibilities are clearly understood.
 - ☐ Communication is open and respectful.
 - ☐ The Executive Director receives support and accountability.
-

Continuous Improvement

- ☐ The board evaluates itself regularly.
- ☐ We celebrate successes and learn from challenges.

Pick One Thing to Do This Month

- ☐ Review your board member job description.
- ☐ Evaluate your meeting agenda.
- ☐ Schedule a board orientation.
- ☐ Review committee structure.
- ☐ Complete a board self-assessment.
- ☐ Update your board recruitment plan.