THE CULTURALLY CONSCIOUS BOARD BOARD DEPTH SERIES

Annual Affirmation Agreement

A Tool to Help Boards Get Everything on the Table.

Board Responsibilities	Board Affirmations
Determine the aspirational framework, ensuring it is reflected in the organization's operational priorities.	I affirm and advance the mission, vision, values, and promise of our organization, demonstrated by my engagement and agreements.
Select, Support, Encourage, Evaluate the Executive Director.	I affirm my role in the stewardship, oversight and support of the Executive Director, both the person and position.
Ensure effective planning.	I affirm the necessity of regularly monitoring the design, implementation and advancement of a board-ratified strategic plan.
Monitor and strengthen board development priorities and programs.	I affirm, engage, evaluate and suggest board development initiatives, such as but not limited to retreats, training, worksite tours, reading, curricula, exercises, etc.
Ensure adequate resources, including defining the board's role in fundraising.	I affirm my readiness to contribute financially to each year and will actively recruit financial partners from within my network and relationships.
Protect assets and provide financial oversight.	I affirm my fiduciary oversight responsibility toward resources entrusted to our organization, informing my diligence, stewardship and accountability practices.
Build a healthy board, incorporating cultural competency.	I affirm healthy board relationships and practices, such as but not limited to participating in board/committee meeting, engaging safe and respectful deliberations, considering alternative views with fairness, humility and inclusion.
Ensure legal and ethical integrity.	I affirm my ethical responsibilities in board participation, annually affirming our safeguarding priorities in review and use of policies such as but not limited to charter, by-laws and conflict of interest policies.
Enhance the organization's public standing.	I understand my ambassadorial service role, requiring activities such as but not limited to annual fundraising, recruiting, volunteering and site-based engagement.

Board Membership | Annual Affirmation

ANNUAL BOARD AFFIRMATIONS & RESPONSIBILITIES

I affirm ALL of the above items and look forward to continued service.

Sign	Print
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Board Member Self-Evaluation Worksheet

This worksheet allows an opportunity to review expectations in board service. Use the following questions for individual board participation.

Answers: Yes No Not Sure

My Membership Participation

- 1. Do I understand and support the mission of the organization?
- 2. Am I knowledgeable about the organization's programs and services?
- 3. Do I follow trends and important developments related to this organization?
- 4. Do I assist with fund-raising and/or give a significant annual gift to the organization?
- 5. Do I read and understand the organization's financial statements?
- 6. Do I have a good working relationship with the chief executive?
- 7. Do I recommend individuals for service to this board?
- 8. Do I prepare for and participate in board meetings and committee meetings?
- 9. Do I act as a good-will ambassador to the organization?
- 10. Do I find serving on the board to be a satisfying and rewarding experience?

Board's Practices

- 1. Does the organization have short-term (3-Year) and long-term (5-year) strategic plans?
- 2. Do board agendas include adequate representation of the strategic plans and priorities?
- 3. Does the board use policies to guide staff on implementation of strategies and goals?
- 4. Does the board have a designated process for orienting new board members?
- 5. Does the board need to reassess or make improvements in the orientation process?
- 6. Does the board have an identified process for director education and development?
- 7. Do the board members enjoy a special camaraderie with each other?
- 8. Does the board have a formal process for evaluating the executive director?
- 9. Does the process for evaluating the executive director need improvement?
- 10. Do all board members serve on committees?
- 11. Do directors receive written reports before meetings?
- 12. Do all board members actively participate in important board discussions?
- 13. Do you regularly attend board and committee meetings?
- 14. Does the board express the organization's challenges and successes to its stakeholders?

- 15. Does the board create transparently financial reports for the board's budget?
- 16. Does the board take into account diversity of age, gender, race, ethnicity, areas of expertise when recruiting, deciding or delivering services?
- 17. Does the board actively recruit new board members to form a pipeline of candidates?
- 18. Do you agree/disagree that the board has a clear distinction between the role of the board and the executive director?
- 19. Do you agree/disagree that the board offers and receives regular feedback from the executive director and lead staff?
- 20. Do you agree/disagree that the board and executive director have a mutually honest and trusting relationship?
- 21. Do you agree/disagree that the board provides guidance and clarification to the executive director about new and existing policies?
- 22. Do you agree/disagree that the board is clear about the kind of information and level of detail they need from the executive director about the functioning of the organization?
- 23. Do you agree/disagree the board is fulfills its responsibility to evaluate the executive director?
- 24. Do you agree/disagree that the board bases the executive director's performance primarily on the organization's strategic goals and priorities?
- 25. Do you agree/disagree that the board supports the executive director and openly expresses their appreciation for the executive director's work on a regular basis?
- 26. Do you agree/disagree that the board offers and encourages the executive director to take advantage of opportunities for professional development?
- 27. Do you spend adequate time in reading board minutes, reports, and other materials before board meetings?
- 28. Do you agree/disagree that you frequently encourage other board members to express their opinions and build on the ideas of fellow board directors?
- 29. Do you agree/disagree that other board members encourage you to express your opinions and ideas?
- 30. Do you agree/disagree that you actively promote the organization's vision and mission within your community?

Work with Us, Deepen Your Board.

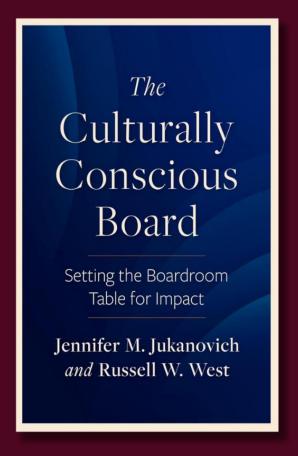
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