



TO: Commissioners Helgeson, Brown, Mital, Simpson and Carlson  
FROM: Frank Lawson, General Manager  
DATE: October 19, 2017  
SUBJECT: Board Governing Style, Board Policy GP1  
OBJECTIVE: Information Only

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**Issue**

According to Board Policy GP1, the Board will monitor and discuss the Board’s process and performance during the last quarter of the year. Self-monitoring will include comparison of Board activity and discipline to policies in the Governance Process and Board-GM Linkage categories.

**Discussion**

To comport with the policy, time has been reserved on the December agenda for Commissioners to share their perspectives of the Board’s performance. This opportunity is intended to address any disparities in processes; identify any desire for expanded knowledge in strategic areas; and confirm the Board is giving adequate attention to its priorities. If desired, staff will facilitate advanced work such as a survey, or questionnaire, to aid the discussion. A copy of the assessment used in 2015 is attached as an example.

Please consider what you wish to gain from this experience and your preferred method of submitting your impressions. Please provide your feedback to the General Manager and Executive Assistant.

**Requested Board Action**

No action is required, management requests Board feedback to guide the process.

## **EWEB Commissioners Assessment (COMPOSITE)**

The following table is a tool to gain an impression of how well the board is doing as a whole. The table is a basic form for board evaluation, but if the evaluation is conducted wholeheartedly, it should generally indicate how well the board is conducting its role.

You may complete the form electronically or print a copy and write in your responses. Commissioners may also attach suggestions to improve ratings for any of the following 27 considerations.

Please submit the completed form to the Executive Assistant no later than \_\_\_\_\_. The EA will not read the assessments. All identifying information will be removed and the anonymous evaluations will be provided to the Board President who will collate and share the results.

<b>Considerations</b>	<b>5 Strongly Agree</b>	<b>4 Agree</b>	<b>3 Unsure</b>	<b>2 Disagree</b>	<b>1 Strongly Disagree</b>
<b>1. Board has a full and a common understanding of the roles and responsibilities of the board.</b>					
<b>2. Board members understand the organization’s mission, vision, products and services.</b>					
<b>3. Structural pattern (board, officers, committees, executives and staff) is clear, delineated in bylaws, and followed by board.</b>					
<b>4. Board members actively participate in strategic planning and ongoing strategic thinking.</b>					
<b>5. The board has adopted, and uses, explicit measures of progress toward identified outcomes.</b>					
<b>6. Board attends to policy-related decisions which effectively guide operational activities of staff.</b>					

<b>7. Board receives regular reports on finances/budgets, service/program performance and other important matters.</b>					
<b>8. Board effectively represents the organization to the community (i.e. has an “elevator speech.”)</b>					
<b>9. Board meetings facilitate focus and progress on important organizational matters with reporting kept to a minimum.</b>					
<b>10. Board meetings are adequate in length and held at the right time of the day.</b>					
<b>11. Board regularly evaluates and develops yearly goals with the chief executive.</b>					
<b>12. The board reviews the compensation of the Executive Director based on industry standards.</b>					
<b>13. Board has approved comprehensive personnel policies which have been reviewed by a qualified professional.</b>					
<b>14. Board culture encourages and welcomes open discussion, even when members disagree.</b>					
<b>15. Board has an emergency succession plan for executive.</b>					

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<b>16. Board is attentive to building leadership capacity on both board and staff.</b>					
<b>17. Board regularly assesses itself as a whole and also board member participation individually.</b>					
<b>18. Board has a packet of materials for new board members and an orientation process for them.</b>					
<b>19. Board has a board agreement, a whistleblower policy and a conflict of interest policy that all board members must sign and follow.</b>					
<b>20. The board regularly monitors financial performance and projections.</b>					
<b>21. Board members are sufficiently knowledgeable to ask meaningful questions about finances and financial management.</b>					
<b>22. The board reviews the audit report and has an opportunity to ask questions of the auditor at an exit conference.</b>					
<b>23. The board reviews the 990 before filing.</b>					
<b>24. The board has a process for handling urgent matters between meetings.</b>					
<b>25. The board has an annual calendar of meetings.</b>					
<b>26. The board has an attendance policy.</b>					
<b>27. Each member of the board feels involved and interested in the board's work.</b>					

## Written Questions

What specifically would help to make you a more engaged board member?

Please list the three to five issues on which you believe the board should focus its attention in the next year. Be as specific as possible in identifying these points.

In ten years, what do you believe is the single most important impact that this organization should have on the community it serves?