

# Condo Owners Speak



## Assessing the Work of the Board Team From Board Development Program of Alberta Culture and Tourism

Condo Owners Forum

October 25, 2015

Building a Better Board

HO # 53

### Assessing the Work of the Board Team

The following evaluation tool can be used to identify your board's strengths and areas for future improvement. One process you can use is to:

- Have each board member individually complete the questionnaire.
- Identify one person to compile the results and comments.
- Set time aside for the board to discuss the results.
- Develop strategies to ensure positive results are maintained and to make the desired changes. Put the strategies in your board's annual work plan.
- Monitor and evaluate your progress.

Board Evaluation		
		Comments on strengths or ideas for improvement
The board operates with clearly defined: • Mission and Goals • Bylaws	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
Board members understand their own and each other's role and duties.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
Job descriptions have been Developed and are used for: • Individual board members • Executive positions • Committee chairpersons	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
The board uses committees and/or work groups to divide board work fairly.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
Committees have a Terms of Reference statement which defines their roles and responsibilities.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
Board members follow through on plans and commitments.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	

Board Evaluation (cont'd)		
		Comments on strengths or ideas for improvement
Board members understand their legal obligations and ensure they are being met.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
The board composition reflects the diversity of experience, skills, age, gender, and ethno-cultural representation appropriate to your community.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
The board represents the interests of the organization's membership.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
Recruitment of effective board member nominees is a year-round activity.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
Board members are elected for a specific/limited term.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
Trusting and respectful relationships exist between board members and other individuals within the organization.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
Individual board members are evaluated annually to assess and recognize the skills and time they have contributed and to identify the role they will play in the future.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
The board evaluates its work annually, in relationship to the goals and plans it has made.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
The board communicates clearly and regularly with appropriate staff, volunteers, funders, and the wider community.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
Written policies to guide decision making exist and are organized in a policy manual.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	

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Board Evaluation (cont'd)		
		Comments on strengths or ideas for improvement
Policies exist in the areas of: • Human Resources (paid & volunteer) • Finances • Programs and services • Policy development	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
Board meetings deal primarily with developing policy, planning, developing financial resources, advocacy, and evaluating the organization's work.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
The board has a written plan that is used to monitor and evaluate the organization's direction.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
All board members are encouraged to participate in discussions.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
The board makes sure adequate resources are available to undertake the work of the organization.	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	

The board is operating effectively by:

  
  
  

Areas which could be made more effective are: