

## **Exercise - Your Board Model**

Consider the board model components listed below and talk about a few of the corresponding questions that are most relevant to you.

### **Components of a board model:**

#### **1. Formal Board Policies**

- What is in your bylaws?
- Conflict of interest policy?
- Term limits?
- Gift acceptance policy?
- Board giving/donations policy?
- What are the officer positions and how are they chosen?
- What is quorum?

#### **2. Structures**

- What committees do you have?
- What task forces do you have?
- Who is on each; board and/or staff, others?
- How do individuals get on a committee/task force?
- Who chairs or leads each committee and how are they chosen?
- What does the organizational chart look like; where is the board on the chart?

#### **3. Meetings**

- How often does your board meet?
- How are meetings facilitated?
- Does your board retreat; how often; for what purpose?
- Do you regularly achieve a quorum?

#### **4. Board Agendas and Reports**

- Who sets the agenda?
- Are agendas adhered to or do the conversations usually deviate from the agenda?
- What reports does the board routinely receive?
- Who decided what reports to provide the board?
- Are reports on the agenda as discussion items or are they verbal updates/summaries?

#### **5. Communications**

- How does the ED share information with the board?
- How do board members share information with one another?
- Do board members communicate with and have contact with staff (beyond the ED)?
- How does the board get input (if at all) from individuals outside the board and the ED (e.g. staff, constituents, clients, volunteers, members, donors)

#### **6. Decision Making**

- What decisions come to the board?
- What does not come to the board for decision-making?
- Who decides what decisions to bring and what not to bring to the board?
- How are decisions made?

#### **7. Board Membership**

- What is your process for recruiting board members?
- What does your ideal board member profile look like and who decided it? In other words, how have you decided what kinds of individuals you are looking for?
- How are new members oriented? (E.g. is there a written plan, a buddy system, who do they meet with in the beginning, etc.)
- Is there a process for outgoing members (e.g. how do you keep them engaged if at all)?