



GOVERNANCE GUIDE: BOARD EVALUATION

Countless church boards believe that governing means reviewing staff tasks and attending to line-by-line management details. This is a natural response because many bring this mentality from their professional lives. However, with this mindset, the crucial work of governing and spiritual oversight goes undone. More often than not, pressing operational issues become the priority. There is never enough time to attend to the principal part the church board wants to play.

A church board that shares a clear definition and understanding of its job is able to contribute positively. A willingness to review its own processes helps a church board to maintain focus on the long-term, discharge its legal and financial obligations and, when needed, to proactively manage smooth transitions as experienced board members step down and new members fill their seats.

Adapted from "BoardSteps" by Joann Morgan Burstein.

To help church boards review their contribution to the church community, this Governance Guide includes a set of questionnaires. It is recommended that board members fill in the forms and send them anonymously to a designated person who can collate and summarise the feedback for board discussion.

	OK	NEEDS IMPROVEMENT	SUGGESTIONS FOR IMPROVEMENT
1. The agenda focused on issues of long-term importance, was supported by the necessary documents			
2. The meeting materials were circulated in sufficient time prior to the meeting			
3. All Board Members were prepared to discuss material sent in advance			
4. Reports were clear and contained needed information			
5. We avoided getting into administrative/ management details			
6. The diversity of opinions were expressed and issues were dealt with in a respectful manner			
7. The Chair guided the meeting effectively			
8. Board Members participated responsibly			
9. Next steps were identified and responsibility assigned			
10. A substantial majority of Board Members were present			
11. The meeting began and ended on time			
12. The meeting room was conducive to work			
13. I am glad I came; it was worthwhile use of my time			