

Board Meeting Assessment Survey

Questions	Yes, Somewhat Agree, or No	Suggestions for Improvement
The agenda was clear, supported by the necessary documents, and circulated prior to the meeting.		
All board members were prepared to discuss materials sent in advance.		
Reports were clear and contained needed information.		
We avoided getting into administrative management or operational details.		
A diversity of opinions was expressed and issues were dealt with in a respectful manner.		
Decisions were made in the best interests of the organization and its members, and not based on personal perspectives.		
The Chair guided the meeting effectively.		
Board members were engaged (minimal multi-tasking) and participated responsibly during the meeting.		
Next steps were identified and responsibilities assigned.		
The meeting began and ended on time.		
The meeting room was conducive to work.		
We enjoyed being together.		

What did you most appreciate about the meeting relative to its facilitation, participant interactions, and/or results?

What additional comments or suggestions do you have to improve the effectiveness and/or efficiency of our meetings?