

Library Board
BOARD ASSESSMENT
 (Done individually and discussed as a board)

Instructions: Please rank the following items with 5 being “most definitely” and 1 being “no/never”

	5	4	3	2	1
1. The board has a method in place for the recruitment and recommendation of trustees for open positions.					
2. The board has a method in place for new board member orientation and ongoing board member training.					
3. The board stays abreast of the financial status of the library and its funding sources.					
4. The board sets the direction for the library through planning.					
5. The board has adopted a mission statement for the library and uses it to drive planning choices.					
6. The board reviews and adopts the budget.					
7. The board adopts the budget after the annual planning is complete.					
8. The board ensures that the budget covers goals and objectives set during the planning process.					
9. The board evaluates the library director annually based on the success of set goals and/or expectations.					
10. The board feels free to communicate problems to the director in a timely manner.					
11. The board requires regular written updates from the director on progress toward the annual plan and goals.					
12. The board is familiar with state and federal laws governing libraries.					
13. The board has established bylaws to oversee its governance.					
14. The board has established clear policies to govern and guide library operations.					
15. The board continually reviews and updates the library’s policies.					
16. The board pays more attention to the ends than the means – to <i>what</i> will be accomplished versus <i>how</i> it will be done.					
17. The board safeguards the public’s First Amendment/Intellectual Freedom rights by protecting freedom of access, while also being open to the public’s comments.					
18. The board is aware of patron privacy protections under State law and ensures through its policies that patron information is kept confidential.					
19. The board is representative of the community it serves.					

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20. The board is politically active, advocating for libraries in the public policy arena.					
21. The board effectively represents the library to the community.					
22. The board annually assesses its own performance.					
23. The board receives information needed to make informed decisions in a timely manner.					
24. The board allows time at each meeting for discussion of emerging issues and trends.					
25. The board encourages open discussion and expression of dissenting opinions during board meetings.					
26. The board speaks with one voice after a vote is taken.					
27. The board recognizes and thanks staff and volunteers for their accomplishments.					
28. The board projects a positive internal image.					
29. The board projects a positive external image.					

If your Board has standing committees:

31. The board is effective in using its committee structure to accomplish its work.					
32. The board has established, clear, written guidelines for committees.					