

2014 Board Assessment

Thank you for filling out our Board survey.

Deadline: January 21, 2015

Instructions:

Please select the answer that most accurately assesses the current performance of the Board.

Each section ends with an open-ended question. Open-ended answers provide valuable information to assist the Board in understanding complex issues and identifying opportunities moving forward. Answers are confidential. They will be grouped together in a summary report but will not be attached to specific individuals.

Your input is very much appreciated. We will present the results of this survey at the Board meeting in February.

Composition of the Board

The Board is well balanced in the following areas:

	Don't know/not applicable	1- Strongly Disagree	2	3	4	5- Strongly Agree
a) Expertise in relation to the CFO's business	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b) Diversity of the community it serves	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c) Size of the Board meets current needs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Suggestions regarding the Board Composition

Mission, Vision, Values

Mission: The Community Foundation of Ottawa nurtures philanthropy and works with partners to have an enduring impact on communities.

Vision: Inspired by our donors, grantees and partners, we make a vital difference in our community and our world, The Community Foundation of Ottawa is a powerful force to engender a strong, positive and caring community.

	Don't know/not applicable	1- Strongly Disagree	2	3	4	5- Strongly Agree
1. The CFO periodically revisits its mission and vision to ensure it is appropriate and reflects the needs of the community.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The mission and vision are communicated clearly to all stakeholders.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The CFO uses its mission, vision and values to manage its activities and to drive decisions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. As a Board, we agree on how the CFO should fulfill its mission and live its vision.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

How can the Board do better in this area?

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Strategy

The Strategic Plan for 2013-2015 contains the following three goals:

Goal 1: Grow the Assets

Our donors, revenue and ability to grant

Goal 2: Tackle Critical Issues

Our community commitments

Goal 3: Optimize Internal Capacity

Our performance and accountability

	Don't know/not applicable	1- Strongly Disagree	2	3	4	5- Strongly Agree
1. The CFO has a strategic plan which is understood by the Board and which provides clear direction for the organization.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The strategic plan provides the focus for developing programs and services.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The Board receives adequate information through reports and presentations to enable it to monitor the CFO's strategic plan.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Deliberations and discussions at Board meetings are strategic and focus on priority issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Any specific comments on how the CFO develops and monitors its strategic goals and objectives?

How are we doing on Goal 1? Any comments or suggestions moving forward?

How are we doing on Goal 2? Any comments or suggestions moving forward?

How are we doing on Goal 3? Any comments or suggestions moving forward?

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Board Operations

	Don't know/not applicable	1- Strongly Disagree	2	3	4	5- Strongly Agree
1. The Board carries out its role and responsibilities appropriately.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The Board is kept adequately informed with respect to the most significant risks facing the CFO.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The Board meets the right number of times each year.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The duration of the Board meetings is sufficient.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Adequate time is spent at Board meetings on issues.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The Board effectively monitors management's compliance with major Board approved policies.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. The Board receives the information it needs in a timely fashion.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. The Board's private meetings are effective.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments on the operations of the Board:

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Board Culture/Communications

	Don't know/not applicable	1- Strongly Disagree	2	3	4	5- Strongly Agree
1. The Board is proactive and anticipatory.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. There is frank and open communication among Board members.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. There is candid, open communication between the Board and senior management.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Board members ask probing, tough questions when the need arises.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The Board has an effective orientation program for new directors.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The Board has a work plan and I am familiar with it.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. The "Go Deep" sessions in Board meetings are a useful tool for learning about key issues facing the CFO or the community as a whole.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments on Board culture and communications

Committee Structure

	Don't know/not applicable	1- Strongly Disagree	2	3	4	5- Strongly Agree
1. The Board has the right committee structure to govern effectively (Grants, Governance, Investment, Impact Investment, Development and Finance & Audit).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The mandates of the Board committees are clear.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Board members are given adequate opportunity to inquire into and understand the work of committees on which they do not serve.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. As a member of a committee, I receive the information needed in a timely fashion.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments on the Board's committee structure?

Any comments regarding the committee(s) you are currently involved with?

Performance of the Chair of the Board

	Don't know/not applicable	1- Strongly Disagree	2	3	4	5- Strongly Agree
1. The Chair ensures, in conjunction with the CEO, that Board agendas contain items of relevance and value to Board members.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The Chair allocates sufficient time during Board meetings to discuss each item fully.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The Chair runs board meetings in an orderly and efficient manner.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The Chair ensures that the Board comes to decisions once agenda items have been discussed.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The Chair assists the Board in monitoring the vision and the strategy of the CFO.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The Chair is well prepared for meetings.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. The Chair encourages directors to ask questions and express their views at Board meetings.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. Overall, the Chair is providing effective leadership of the Board.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments on the performance of the Chair of the Board:

CEO Performance Assessment and Succession Plan

	Don't know/not applicable	1- Strongly Disagree	2	3	4	5- Strongly Agree
1. The Board has a rigorous process to evaluate the performance of the CEO.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The Board has sufficient input to the performance assessment of the CEO.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The CFO has an effective succession plan in place for the CEO.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments on the CEO's Performance Assessment and Succession Plan:

Board Performance

	Don't know/not applicable	1- Strongly Disagree	2	3	4	5- Strongly Agree
1. The Board is achieving its full potential.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What are the two or three most important areas the Board should address to improve its performance in the next year or two?

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Self Assessment

	Don't know/not applicable	1- Strongly Disagree	2	3	4	5- Strongly Agree
1. I understand my responsibilities as a Board member.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. I am satisfied with my attendance at Board meetings.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. I am familiar with CFO's structure, granting programs, investment management, asset development and community leadership.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. I feel that my ideas are heard and considered	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Periodic information bulletins from the CEO and the VP are useful in keeping me informed and involved between meetings.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. I am satisfied with the contribution I am making as a director of the CFO (board, committee and other types of involvement).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. I find that serving on this Board is a rewarding and satisfying experience.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments with respect to your role and involvement at the CFO

Open-ended Questions

What organizational issues and strategies should occupy the Board's time and attention during the coming years?

What other comments or suggestions would you like to offer regarding the Board and the governance processes at the CFO?

Thank you for taking the time to complete this assessment