

## Evaluation Process – Board of Directors Member

**PURPOSE:** As the legal authority for Circle of Care, the Board of Directors as a whole, and each Director individually, acts in a position of trust for the community and is responsible for the effective governance of the organization.

Accordingly, it is essential that each Director demonstrate his or her commitment to the organization by being fully informed with respect to all matters coming before the Board and actively participating in its deliberations.

The evaluation process provides the opportunity for each Board member to receive honest feedback regarding performance and participation, and serves as a basis for maximizing the effectiveness of the Board which is so critical to the organization's success.

### PROCEDURES

- ▶ The evaluation process will be initiated by the Executive/Nominations Committee and include:
  - A self evaluation.
  - The evaluation of the Board Chair.
  - Peer evaluation through discussions with the Board Chair.
- ▶ The process will use the Board Evaluation Forms to carry out written surveys.
- ▶ The evaluation and discussions will include:
  - Fulfillment of Commitments and Undertakings as set out in the Board Member Profile.
  - Participation in advancing the agency's Strategic Plan.
  - Effectiveness in executing committee and other specific assignments.
  - Relationship with fellow Board Members.

The above process will be carried out annually, ideally, in May, once the annual financial statements for the year ended March 31 are available.