Performance Appraisal - Board Members

HiFlex Physio believes the effectiveness of the Board of Directors can be enhanced by regular assessment of its activities and performance. An assessment process can help board members to understand their role, and encourage fulfilment of board responsibilities.

Effectiveness is placed on the agenda of every board meeting. Meetings are concluded by asking board members to rate the meeting on an index card:

- Were the issues covered today significant?
- Did the materials you received prior to the meeting adequately prepare you to participate in the discussion?
- Did the board conduct matters of management or policy?
- Overall, was the meeting worth your time?

This feedback is used by the board chair and CEO to improve the value of board meetings.

An annual board assessment is also conducted to give each board member the opportunity to evaluate the board's overall effectiveness at accomplishing its goals in a variety of activity areas. It is completed by board members on their own time and returned to HiFlex Physio.

Results of the evaluation are shared at the next board meeting, and if appropriate follow-up is then determined. The questionnaire is on the next page.

Annual Board Performance Review

A ranking system reflecting the level of accomplishment within each task is used.							
1.	**Effective Performance**	**2.**	**Adequate Performance**	**3.**	**Inadequate Performance**	**4.**	**Uncertain**

The criteria for the annual board assessment are as follows:	1-4
Knowledge of board financial, legal and public responsibilities.	
Representation to the public by the board.	
Understanding and communication of the organisation's mission.	
Organisation's compliance with legal regulations, licensing and other standards.	
Effectiveness of board practice: Bylaws, committees, procedures.	
Approval of outside counsel (legal, accounting, managerial).	
Relationship with the Chief Executive Officer.	
Hiring, evaluating, managing, and compensating the Chief Executive Officer.	
Strategic planning.	
Policy development and approval.	
Oversight of organisational financial structure and activity, including income, expenses, borrowing, insurance coverage, audits, bank relations, fund-raising, and other financial procedures.	
Board performance: meeting attendance, discussion participation.	
Board succession and nomination process.	

Evaluator's Signature :

Date: