



## FIDUCIARY ROLE CHECKLIST:

An effective board member understands the fiduciary role of the individual board member and the board as a whole. Rate how completely you are fulfilling your fiduciary duties.  
How close are you to 45 points?

**1 = NO 2 = SOMEWHAT 3 = YES**



Board members must exercise their responsibilities in good faith and with diligence, attention, care, and skill.

- 1 2 3** Are you attending Board meetings regularly?
- 1 2 3** Are you active in discussions at meetings?
- 1 2 3** Are you reading minutes and materials before board and committee meetings?
- 1 2 3** Are you learning about the organization's programs?
- 1 2 3** Are you maintaining oversight of the organization's finances?
- 1 2 3** Are you seeking clarity in unclear and/or troubling situations?



Board members must exercise their power in the best interest of the organization and not in their own interests or the interests of another entity.

- 1 2 3** Have you reviewed the organization's conflict of interest policy?
- 1 2 3** Have you completed an annual written disclosure of potential/perceived conflicts of interests?
- 1 2 3** Are the organization's business dealings with board members and/or associated companies in compliance with the organization's policies?
- 1 2 3** Do you serve on other nonprofit boards where you may experience conflicts of loyalty?



Board members must be guardians of the mission, comply with federal and state laws, and adhere with the organization's governing documents.

- 1 2 3** Do you know the mission statement, or can you summarize the organization's purpose?
- 1 2 3** Can you share stories/examples of the mission being implemented as well as data demonstrating that the mission is being achieved?
- 1 2 3** Have you read and do you understand the organization's governing documents?
- 1 2 3** Do you annually review the organization's IRS Form 990?
- 1 2 3** Are you confident the organization is in compliance with all applicable federal and state laws?

Total \_\_\_\_\_ / 45

NOTES

---



---



---