

The Nonprofit Training Center

Questions Prospective Board Members Should Ask

About the programs

- What is the mission of the organization?
- Whom does the organization serve?
- Can I visit to observe the programs first hand?
- Is there a strategic plan that is reviewed regularly? May I have a copy of it?
- How are programs evaluated?

About the financial status

- How often do board members receive financial reports?
- May I see a recent financial report?
- May I see the most recent audit?

About the structure of the board

- How many board members are there?
- How many board members do the bylaws permit?
- Are there job descriptions for board members and committee members?
- Does the organization have directors and officers insurance? **(Important!)**
- Are there term limits for board members?

About how you can contribute

- How much of my time will be required for meetings and special events?
- How are committee assignments made?
- What is the board's role in fundraising?
- Will I be expected to make a yearly financial contribution? Are there guidelines for a financial contribution?

Background Materials

Helpful material could include:

- Annual report
- Audited financial statement
- Long range program and financial plan
- List of current board members, titles and affiliations
- Board member job description
- Board organization chart
- Staff organization chart
- Newsletters, brochures or other publications
- Bio of the chief executive