

**BOARD MEETING EVALUATION CHECKLIST**  
January 18-19, 2018

	<b>O.K.</b>	<b>Needs Improvement</b>	<b>Suggestions for Improvement</b>
1. The agenda was clear, supported by the necessary documents, and circulated in sufficient time before the meeting	11		Very organized Patricia is awesome! And updated when additional documents were received!
2. All members were prepared to discuss materials sent in advance.	11		Good discussions! Everyone was well informed. Yes Definitely!
3. Reports were clear and contained needed information.	11		Very informative and detailed, thank you Staff does a great job, always!
4. We avoided getting into administrative/management details.	11		A few reports but otherwise concise. Never discussed the grammatical delineation for which versus that – hah!
5. A diversity of opinions were expressed and issues were dealt with in a respectful manner.	11		I really appreciate all of the great input that various Board members bring to the discussion. Very well done Absolutely! Yes Always – robust discussion encourages thoughtful points
6. The chair guided the meeting effectively and members participated responsibly.	11		As usual Always Polite, respectful and always attentive to detail!
7. Future issues were identified.	11		Oct Retreat Yes

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8. All members were present.	11		1 missing Quorum met We miss Beverly
9. The meeting began and ended on time.	11		Yes World record Good time management
10. The meeting room was conducive to work.	8		Cold Very Warm, Bruce's coffee keeps us warm Slightly artic
11. Miscellaneous Suggestions/Concerns	11		I prefer the Hyatt Place US and Texas Flags in the Board Room Always like to be 'educated' on regulatory rationale for posting meetings and other details like how to make coffee in case Bruce is ever absent

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