

Board Self Evaluation Policy

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Purpose

An annual board self evaluation is considered a best practice. The purpose of the Board's self evaluation is to give all Directors an opportunity to evaluate and discuss the Board's performance with candor and from multiple perspectives. The Board believes the evaluation will lead to better communication, a closer working relationship among Directors, greater efficiency in the use of the Board's time, and increased effectiveness of the Board as a governing body.

Policy Objectives

The Objectives of the policy are to ensure that:

1. The Board engages in this governance exercise based on a defined framework,
2. The self evaluation is conducted in a meaningful manner, and
3. Outcomes from the self evaluation are addressed.

Policy Requirements:

This Policy should be read in conjunction with the TVARS Rules and Regulations. In the event of a conflict between this Policy and the TVARS Rules and Regulations, the latter will control. With this Policy, the Board has adopted the following guidelines regarding its self evaluation:

1. The process will be initiated each year by the Board Chair and will be scheduled to take place prior to the Executive Secretary's annual evaluation. The Board, in its discretion, may retain a third party governance consultant to assist with this process. The self evaluation will typically occur around the time of the September Board meeting or as otherwise scheduled by the Board.
2. The Board Chair will work with the Executive Secretary, Legal Counsel, and/or any third party governance consultant to develop the criteria and the questionnaire to be used for the annual evaluation. The evaluation criteria and questionnaire may be changed at any time in accordance with the Board's preferences.
3. The evaluation criteria and questionnaire will generally consist of two parts: an Individual Director Self Evaluation and an Overall Board Self Evaluation. For the Individual Director Self Evaluation, each Director will be encouraged to be introspective about the personal responsibility of being a fiduciary. The individual form will not be submitted or tabulated. For the Overall Board Self Evaluation, each Director will be asked to provide a rating and any written input they want to share. The results from the Overall Board Self Evaluation will be tabulated and shared with the Board. All results from the Overall Board Self Evaluation will be kept confidential and nothing within the Overall Board Self Evaluation, including ratings and comments, will be attributable to individual Board members.

4. Copies of the evaluation criteria, the questionnaire, and the Board's annual work plan will be distributed to each Director and any agreed upon staff and advisors at least two to three weeks before the scheduled self evaluation meeting. Directors and any agreed upon staff and advisors should complete the questionnaire and return it to the designated third party governance consultant within a reasonable time following receipt. Results will be tabulated by the designated third party governance consultant prior to the meeting and presented in a summary report. Individual Director responses will not be shared with staff or other Directors.
5. During the self evaluation meeting, the Board will hold discussions regarding which areas are working well, and which areas need attention. The Board will also review the annual work plan to discuss whether it has achieved the annual goals it set for itself. The Board will then decide if improvements need to be made going forward. The meeting will be held in a manner that is most constructive and useful to the Board. The Board will endeavor to identify any policy or procedure changes that it wants to discuss or make as a result of the self evaluation.
6. All self evaluation discussions and results will be confidential. The Board Chair, with the assistance of a third party governance consultant if warranted, will communicate as necessary to the Executive Secretary any policy or procedure changes that the Executive Secretary should consider and make.

Policy Review

The TVARS Board will review this Policy at least every three years to ensure it remains appropriate. The Board may amend or terminate this Policy at any time.

Policy Review Record

Originally Adopted	6/17/2011
Reviewed (with Aon)	9/12/2019
Amended	12/5/2019