

Museum Board Self-Evaluation Checklist

1 Mission & Strategy

- Do we understand and stay focused on the museum's mission and strategic goals?
- Do our discussions reflect priorities aligned with the museum's needs, not individual agendas?
- Are we clear on what success looks like for the museum in the next 1–3 years?

2 Roles & Responsibilities

- Do board members understand their fiduciary, governance, and fundraising responsibilities?
- Are roles between board and staff leadership clear and respected?
- Do we have up-to-date policies for governance, conflict of interest, and board participation?

3 Board Composition & Engagement

- Does our current board composition reflect the skills, perspectives, and networks the museum needs?
- Are we actively engaged in meetings and committee work?
- Are members prepared for meetings and willing to ask thoughtful questions?
- Do we have a process for welcoming, onboarding, and mentoring new board members?

4 Meeting Effectiveness

- Do we use our meeting time well, focusing on discussion and decisions rather than updates?
- Is there a respectful, open environment that encourages diverse viewpoints?
- Are meetings structured to allow for meaningful dialogue on strategic issues?

5 Fundraising & Advocacy

- Does the board support fundraising efforts through personal giving and participation?
- Are board members comfortable thanking donors and sharing the museum's story?
- Do we actively advocate for the museum within our networks and community?

6 Relationship with the Director & Staff

- Is there a positive, respectful partnership between the board and the museum director?
- Does the board provide appropriate support while respecting staff's operational roles?
- Do we regularly evaluate and provide feedback to the museum director?

7 Accountability & Reflection

- Do we hold ourselves accountable to our commitments as a board and as individuals?
- Are board members open to constructive feedback?
- Do we periodically review our bylaws, committee structures, and governance practices?
- Do we set goals for the board's growth and monitor progress annually?

8 Individual Reflection (for board members)

- Am I attending meetings regularly and engaging actively?
- Do I contribute my skills and networks to advance the museum's mission?
- Have I made a personally meaningful financial contribution this year?
- Am I prepared to advocate for the museum in my circles?