

# Board Basics

## MANAGING RISK

ASK ANNUALLY...DO WE...

- ORIENT NEW BOARD MEMBERS EFFECTIVELY?
- HAVE WRITTEN BOARD POLICIES
- GIVE EACH BOARD MEMBER A COPY OF THE POLICY?
- REVIEW BYLAWS ANNUALLY?
- FOLLOW OUR POLICIES AND BYLAWS CAREFULLY?
- HAVE JOB DESCRIPTIONS FOR BOARD?
- MAINTAIN 90%+ MEETING ATTENDANCE?
- UNDERSTAND THAT MISSING A MEETING DOES NOT AVOID RESPONSIBILITY FOR BOARD DECISIONS THAT HAPPEN AT THAT MEETING?
- SEEK ADEQUATE INFORMATION BEFORE MAKING DECISIONS?
- UNDERSTAND WHAT OUR DIRECTORS AND OFFICERS LIABILITY INSURANCE COVERS?
- EVALUATE OUR BOARD'S PERFORMANCE ANNUALLY?
- UNDERSTAND THE LIMITS OF OUR AUTHORITY?
- KNOW WHAT THE LAW EXPECTS OF US – CARE AND LOYALTY?



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