

McKnight Brain Research Foundation (MBRF) Annual Trustee Self-Assessment

Vision:

To: "Improve the quality of life through the understanding and alleviation of age-related memory loss."

Trustee Name _____ Year _____

Previously, I committed to executing my responsibilities as a Trustee of the MBRF to the following areas. Now, I'm using a scale of 1 to 3 with 3 representing excellence and leadership; 2 as needing more of my attention and/or greater involvement; and 1 as having not met the responsibilities and requirements of the role of Trustee.

I understand that my evaluation will be shared with the MBRF Chair and the Chair of the Membership and Governance Committee. I welcome their suggestions for how best to expand my understanding of and participation in the work of the MBRF and to uphold its Vision, Values, Mission and Code of Ethics.

As a Trustee, I:	Score 1 – 3
1. Understand and support the Vision, Values, and Mission of the MBRF.	
2. Adhere to the Code of Ethics, avoid or report Conflicts of Interest.	
3. Understand and review periodically the Policies and Procedures of the MBRF.	
4. Review agenda, financial information, and supporting material in advance of the trustee meetings or committee meetings.	
5. Ensure fiscal oversight and integrity with review and approval of the MBRF annual operating budget, major expenditures, investment of funds, and any related financial responsibilities.	
6. Provide oversight of the MBRF; monitor and evaluate the effectiveness of funded institutes and programs through a regular review, completed at least on a yearly basis.	
7. Serve as an advocate for the MBRF and foster collegial relationships with its institutes and partners, the scientific community, and state and federal officials.	
8. Attend and participate in all MBRF trustee meetings – usually four a year -- focusing attention on the discussion and the matters at hand.	
9. Attend and participate as a member of at least two committees of the Board of Trustees.	
10. Ensure that each topic on the meeting agenda receives sufficient attention and that communication is collegial and contributes to the effectiveness and cohesiveness of the group.	

11. Respond in a timely manner (within 2 business days) to emails from other Trustees or staff regarding ongoing assignments, work of the committees, reviews, reports or voting by email.	
12. Identify and share names of individuals with relevant skills and experience to be considered as potential nominees for Trustee positions; and share names of organizations and foundations which may be potential program or funding partners with the MBRF.	
13. At the direction of the MBRF Chair, act as representative or spokesperson for the MBRF to partners or other constituencies; take advantage of opportunities to enhance the organization's public image through interviews, content for the MBRF website, presentations, and highlighting your role as a Trustee.	
14. Monitor and provide feedback, insights, or direction as requested or needed. Maintain a good working relationship with other Trustees, the Corporate Trustee, the Executive Director and all other staff and advisors.	
15. Participate in setting annual goals for the MBRF, in strategic planning, vision setting and evaluation efforts.	

I acknowledge that in the areas in which I ranked less than a 3, it will be desirable for me to improve my performance through greater attention, involvement, and understanding. I commit to taking the following steps to improve in these areas. As needed, I will identify the areas in which I would benefit from additional information or mentoring to improve my performance. I look forward to a review of my participation and performance with the MBRF Chair.

I have the following suggestions for how the Board of Trustees might improve:

Signature

Date