

The Good Governance Test

<i>Your board of directors:</i>		Yes	No
1	Has no vacancies	<input type="checkbox"/>	<input type="checkbox"/>
2	Always recruits more candidates than there are vacancies whenever elections are held	<input type="checkbox"/>	<input type="checkbox"/>
3	Receives and carefully reviews monthly financial statements	<input type="checkbox"/>	<input type="checkbox"/>
4	Understands the difference between governance and management	<input type="checkbox"/>	<input type="checkbox"/>
5	Holds an annual planning session to establish its goals and priorities for the year ahead	<input type="checkbox"/>	<input type="checkbox"/>
6	Holds an annual training session for directors	<input type="checkbox"/>	<input type="checkbox"/>
7	Communicates regularly with members to keep them up to date on co-op business	<input type="checkbox"/>	<input type="checkbox"/>
8	Holds regular monthly board meetings	<input type="checkbox"/>	<input type="checkbox"/>
9	Calls regular members' meetings, but only when they're needed	<input type="checkbox"/>	<input type="checkbox"/>
10	Manages committees by setting their terms of reference, confirming committee appointments, and receiving regular reports to approve committee recommendations	<input type="checkbox"/>	<input type="checkbox"/>
11	Formally evaluates its own performance at least once a year	<input type="checkbox"/>	<input type="checkbox"/>
12	Plans for leadership renewal on the board	<input type="checkbox"/>	<input type="checkbox"/>
13	Has a reputation among members for being fair, responsive and accountable	<input type="checkbox"/>	<input type="checkbox"/>
14	Asks members if they are satisfied with the service provided by the co-op, and does something about it if they aren't	<input type="checkbox"/>	<input type="checkbox"/>
15	Reviews all of the co-op's legal agreements annually to ensure compliance	<input type="checkbox"/>	<input type="checkbox"/>

<i>Your directors:</i>		Yes	No
1	Sign ethical conduct agreements annually	<input type="checkbox"/>	<input type="checkbox"/>
2	Attend board meetings regularly	<input type="checkbox"/>	<input type="checkbox"/>
3	Come to board meetings well prepared and contribute actively to discussions and decisions	<input type="checkbox"/>	<input type="checkbox"/>
4	Can disagree among themselves without being disagreeable	<input type="checkbox"/>	<input type="checkbox"/>
5	Always put the co-op's interests ahead of their own	<input type="checkbox"/>	<input type="checkbox"/>

<i>Your directors (continued):</i>		Yes	No
6	Never discuss confidential board business outside of the boardroom	<input type="checkbox"/>	<input type="checkbox"/>
7	Support board decisions publicly even when there is disagreement in the boardroom	<input type="checkbox"/>	<input type="checkbox"/>
8	Lead by example and model co-operative behaviour	<input type="checkbox"/>	<input type="checkbox"/>
9	Make the right decisions, not necessarily the popular ones	<input type="checkbox"/>	<input type="checkbox"/>
10	Attend board training when it is offered	<input type="checkbox"/>	<input type="checkbox"/>
11	Understand their individual legal duties and obligations	<input type="checkbox"/>	<input type="checkbox"/>
12	Are aware of the co-op by-laws/rules, Occupancy Agreement, and policies, and consistently apply them.	<input type="checkbox"/>	<input type="checkbox"/>

<i>Your board meetings</i>		Yes	No
1	Agendas, minutes, financial statements and important decision items are circulated to directors in advance	<input type="checkbox"/>	<input type="checkbox"/>
2	Board meetings don't last longer than two hours	<input type="checkbox"/>	<input type="checkbox"/>
3	Board meetings are well chaired and end on time	<input type="checkbox"/>	<input type="checkbox"/>
4	Meetings are civil and issues are not personalized	<input type="checkbox"/>	<input type="checkbox"/>
5	The board meets no more often than monthly	<input type="checkbox"/>	<input type="checkbox"/>

<i>Your member meetings</i>		Yes	No
1	Members receive advance information on matters requiring decisions at meetings	<input type="checkbox"/>	<input type="checkbox"/>
2	Meetings include a social element	<input type="checkbox"/>	<input type="checkbox"/>
3	Meetings include an education component	<input type="checkbox"/>	<input type="checkbox"/>
4	Meetings start and finish on time	<input type="checkbox"/>	<input type="checkbox"/>
5	The board makes meaningful reports to members and invites feedback, even criticism	<input type="checkbox"/>	<input type="checkbox"/>
6	Meetings are well chaired and the tone is lively and respectful	<input type="checkbox"/>	<input type="checkbox"/>
7	Members understand their role in the governance of the co-op	<input type="checkbox"/>	<input type="checkbox"/>
8	Meetings are interesting and fun	<input type="checkbox"/>	<input type="checkbox"/>