

Pillar 1: Governance - Part B: Standards Questions

To what extent does the museum have governance practices in place, including clearly defined roles and plans, as well as assessment measures to monitor progress and manage risks to the organization?

Throughout this document, where references are made to the Board of Directors or the Board, the term “management” can be substituted if appropriate to the museum’s governance model. This should be understood as the entity that has responsibility for the overarching organizational management, development, and planning of the museum.

Email:

Name of museum:

1. What type of Board of Directors do you have and how effective is this model for your organization? Choose the option that best describes your board and provide details below, such as the typical size of your board, subcommittees, and how your board is a benefit or a detriment to the museum's operation.

Options include:

- Policy (Carver Model) Board
- Advisory Board
- Working Board
- Alternative - please define in the comments below

Comments:

2. Submit procedures for your Board of Directors. These should include:

Please check the boxes below if the corresponding information is included in your submission.

- Meeting Schedule and Procedures (virtual/hybrid, "green", sharing of documents)
- Board Member Job Descriptions (with set terms of office)
- Ethics and Conflict of Interest statements
- Organizational Chart
- Committee Terms of Reference
- Meeting Minutes (3 most recent)
- Performance Review Plan for Lead Museum Worker (document and schedule, not completed review) - if applicable
- Board Self-Assessment Plan (document template and schedule)
- Orientation Plan for New Board Members (including training on and commitment to accessibility; Equity, Diversity, and Inclusion (EDI); social action; governance; and museological standards and trends)
- AGM Minutes for last 2 years (completed review) - if applicable
- Year-End Report
- Public Meetings (schedule, communication, accessibility, "green")

3. Submit your current Strategic Plan. It should include:

- Purpose Statement (previously Mission Statement)
- Land Acknowledgement and Commitment Statement
- Vision
- Values
- Key Issues (these should include improving EDI, responding to climate change, improving accessibility and/or better meeting community needs, and considers operations, funding, and programming)
- Goals and Objectives
- Evidence of Use (provide examples through meeting minutes, standing agendas, work plans, or other documentation)