



How to Conduct a Board Audit

All organizations should conduct a thorough board audit to capture their board members' skills and talents—both in their professional career and giving world. The more skills you have available on your board, the less you have to pay for (accounting, technology, legal, marketing, communications, etc.).

An audit should document the following for each board member:

- age
- where they live (geographic location)
- gender
- ethnic background
- who they currently work for or if they are retired
- does their employer have any corporate match programs or in-kind contribution programs
- work experience
- networking potential
- friend-raising or fund raising potential
- volunteer activities
- educational background
- professional affiliations
- civic affiliations
- are they on any other boards
- what do they want from their experience on your board
- how long they want to serve on your board
- After you complete your audit, plot it out on spreadsheet, and see what responsibilities/needed services are thin or missing altogether.

Remember the 3W's for board members:

- **Wisdom**—that they bring to the subject matter
- **Wealth**—personal or ready access to it
- **Work**—they must be willing to volunteer in activities within the organization