

## BOARD SATISFACTION SURVEY

**In order to help us improve the administration and way meetings are run please complete this form and return it asap to Sue Hill.**

Board Member: \_\_\_\_\_

Date of meeting: 19 January 2012

3 = Very satisfied  
2 = Satisfied  
1 = Dissatisfied

### Reports

1. Did you receive the agenda in good time?
2. Were minutes of the previous meeting accurate, and had follow up actions been taken?
3. Were the reports generally acceptable in terms of their length?
4. Were the reports written in plain English?
5. Did the reports (plus any appendices and electronic information sent) give you the information you needed to make a decision?

**Circle one**

3	2	1
3	2	1
3	2	1
3	2	1
3	2	1

### Meeting

6. Did meeting start on time?
7. Was meeting well attended?
8. Did the Chair involve all Board members?
9. Did officers present reports briefly and clearly?
10. Were you clear about decisions made?
11. Were you satisfied with your contribution and influence as a Board Member?

3	2	1
3	2	1
3	2	1
3	2	1
3	2	1
3	2	1

**Total Score**

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**If you scored '1' for any of the questions, please give your reasons**

**Any further comments – anything that could be done better at future meetings?**

## BOARD SATISFACTION SURVEY RESULTS 2010/2011

	Jan 10	May 10	Sept 10	Jan 11	May 11	Sept 11	Jan 12
Number of Board Members in attendance	14	11	13	12	11	13	
Number of forms returned	12	9	11	12	10	11	

Reports	Average Score						
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Did you receive the agenda in good time?	2.6	2.8	2.9	2.8	2.9	2.9	
Were the minutes of the previous meeting accurate, had follow up actions been taken?	2.4	2.4	2.9	2.8	2.3	2.8	
Were the reports generally acceptable in terms of their length?	2.3	2.3	2.8	2.5	2.9	2.8	
Were the reports written in plain English?	2.3	2.4	2.6	2.6	2.7	2.7	
Did the reports give you the information you needed to make a decision?	2.4	2.5	2.4	2.7	2.7	2.8	

Meeting	Average Score						
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Did the meeting start on time?	2.8	2.5	2.6	2.8	2.8	2.7	
Was the meeting well attended?	2.7	2.3	2.8	2.8	2.7	2.8	
Did the Chair involve all Board members?	2.7	2.6	2.8	2.7	2.7	2.8	
Did officers present reports briefly and clearly?	2.5	2.6	2.8	2.7	2.6	2.8	
Were you clear about the decisions made?	2.6	3	2.5	2.7	2.7	2.7	
Were you satisfied with your contribution and influence as a Board Member?	2.5	2.8	2.9	2.7	2.8	2.7	

Total Average Scores	2.5	2.5	2.7	2.7	2.7	2.8	
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### Any comments – anything that could be done better at future meetings?

<ul style="list-style-type: none"> <li>The meeting could be finished in two hours.</li> </ul>
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