

WATER UTILITY BOARD SELF-MONITORING CHECKLIST

Board observer name:				Meeting date:		
Policy	Promised behavior or activity	Observed			Notes	
		Yes	Some	No		
GOVERNANCE PRINCIPLES						
BP-2A.2	Initiate policy instead of merely reacting to staff initiatives.					
Guide 1.4	Avoid substituting individual judgments for the board's collective decisions.					
BP-2B.1	Establish and maintain a credible linkage between the ownership and the Madison Water Utility.					
BP-2A.3 & BP-2B.2	Focus on long-term outcomes, not on administrative or programmatic means of attaining these goals.					
BP-2J	Regularly plan and participate in self-education, outreach, and other activities associated with governance.					
Guide-1.1	Think upward and outward more than downward and inward.					
Guide-1.2	Keep the conversation about benefits, beneficiaries, and costs of the benefits alive at all times.					
BP-2K	Pursue input from Madison residents on an affirmative basis instead of waiting for input to be initiated by owners.					
MONITORING						
BP-2B	Assure successful performance of the MWU on Outcomes and Executive Limitations.					
BED-2D	Evaluate monitoring reports based only on policy and board-adopted criteria					
BP-2D.3	Only bind the GM to decisions of the board acting as a body.					
DELEGATION TO GENERAL MANAGER						
BED-2B	Do not give instructions to persons who report to the GM; delegate authority and accountability only through the GM					
BED-2C.4	Support the General Manager's decisions and choices as long as they are within the boundaries of established policies.					
BED-2C.5	Revise Outcomes and Executive Limitations policies instead of prescribing individual General Manager actions and decisions.					

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CONDUCT & ETHICS						
BP-2D.7	Conduct board business openly, transparently, and with opportunity for public involvement and participation.					
BP-2A.2	Cultivate a sense of group responsibility.					
BP-2D.1	Demonstrate unconflicted loyalty to the MWU's ownership.					
BP-2D.3	Avoid exercising individual authority over the MWU with respect to GM, staff, public, press, etc.					
BP-2D.1 & Guide-1.3	Serve the broad public purpose. Be from a constituency, not representing only it.					
Guide-1.6	Assume role of volunteer, not a board member, when offering individual expertise to the GM or staff.					
Guide-1.8	Register your honest opinion. Listen with resilience to other perspectives.					
Guide-1.13	Alders: Alert the board when changing roles during board deliberations.					
EFFICIENT MEETINGS						
BP-2C.3	Attend to consent agenda items as expeditiously as possible.					
Guide-1.5	Build board agendas to accomplish the board's job of governing.					
BP-2D.5 & Guide-1.7	Be prepared to participate responsibly in board deliberation.					
Guide-1.10	Support the chair in board discipline.					