



Heritage Consulting Inc.

Better Board Recruitment

A Dozen Key Documents

Documents to share BEFORE the candidate is Nominated

1. Board member application form
2. Board commitment or agreement form
3. Bylaws with all amendments
4. Most recent financial statement
5. Annual report for the last year (if there is one)
6. Current approved work plan
7. Current approved budget
8. Minutes from the last two board meetings
9. Newsletters for the last two months
10. Strategic Plan or Long-Range plan
11. Membership brochure
12. General interest brochures