



ABA Division for Bar Services

BAOS General Areas of Review

All reviews are tailored to the specific needs of the requesting bar association. However, areas that we typically explore include:

Governance

- a. Board structure and process
- b. Direction-setting and strategic planning
- c. Board-executive director relationship
- d. Leadership development
- e. Bylaws and policies

Administration/Staffing

- a. Building/space
- b. Infrastructure and technology
- c. Staff structure, compensation and benefits
- d. Staff policies
- e. Staff culture and communications

Membership

- a. Market share/recruitment/retention data
- b. Dues relative to benefits and services
- c. Market research and target markets

Committees & Sections

- a. Committee structure/functioning
- b. Section structure/functioning
- c. Coordination between bar association and internal entities
- d. Membership participation/Leadership development

Finance

- a. Financial reporting process
- b. Overall financial health
- c. Expenditure/revenue benchmarks
- d. Financial controls
- e. Reserves/Investments

Internal and External Communications

- a. Association brand
- b. Website
- c. Publications
- d. Marketing materials
- e. Media relations