

The Cost of Every Yes™ Executive Decision Matrix

Scorecard • Reflection Tool • Leadership Decision Aid

Decision Overview

Decision / Request: _____

Requested By: _____ Due Date: _____

Initial Response: _____

Instructions

Rate each category from 1–5 based on how favorable it is.

1 = Significant Cost or Misalignment

2 = High Concern

3 = Mixed / Neutral

4 = Generally Positive

5 = Strong Alignment / Low Cost

Area	Reflection Question	Score (1–5)	Notes
Time	Will I have sufficient time without sacrificing higher priorities?	____ /5	
Energy	Will this energize rather than deplete me?	____ /5	
Money	Does the financial return justify the investment?	____ /5	
Relationships	How will this affect the people who matter most?	____ /5	
Mission	Does this align with my values, purpose, and strategic goals?	____ /5	
Well-being	What is the impact on my health, stress, rest, and peace?	____ /5	
Opportunity Cost	What meaningful opportunity will I give up by saying yes?	____ /5	

Total Score

Add all seven scores.

Total: _____ /35

Decision Interpretation

Score	Recommendation
28–35	● GREEN LIGHT — Strong Yes. Proceed confidently.
20–27	● YELLOW LIGHT — Pause. Negotiate scope, timing, or expectations.
12–19	● ORANGE LIGHT — Reassess. Consider declining or delegating.
7–11	● RED LIGHT — Say No or postpone. The costs outweigh the benefits.

Final Decision Filter

- ☐ I used the P.A.U.S.E.™ Framework.
- ☐ I asked the Four Questions Before Every Yes™.
- ☐ I understand what I am saying NO to by saying YES.
- ☐ This decision aligns with my leadership priorities and capacity.

My Decision

☐ YES ☐ NO ☐ NOT YET

Why? _____

CEO Mari B Reflection

"Every yes is a no to something else. Ethical leaders understand the cost before they make the commitment."