

HOLLADAY ARTS COUNCIL MEMBER EXPECTATIONS

The HAC Council meets monthly January through December. Board meetings are every second Tuesday of the month (some exceptions). Meetings start promptly at 6:00. Board members are asked to attend all board meetings. This is a working board so expectations are that as a board member you will sit on a minimum of two committees, attend organizational functions and special events as available, such as opening receptions for new exhibits or events like our Blue Moon Festival.

Each board member is required:

- To be informed about the organization's mission, services, policies, and programs.
- Review agenda and supporting materials prior to board and committee meetings.
- Serve on committees or task forces and offer to take on special assignments.
- Inform others about the organization.
- Suggest possible nominees to the board who can make significant contributions to the work of the board and the organization
- Keep up-to-date on developments in the organization's field.
- Follow conflict of interest and confidentiality policies.
- Refrain from making special requests of the staff.
- Assist the board in carrying out its fiduciary responsibilities, such as reviewing the organization's annual financial statements.

We are looking for Board members who have:

- **The ability** to listen, analyze, think clearly and creatively, work well with people individually and in a group.
- **Willing** to prepare for and attend council and committee meetings, ask questions, take responsibility and follow through on a given assignment, contribute personal and financial resources in a generous way according to circumstances, open doors in the community, evaluate oneself.
- **Develop** certain skills if you do not already possess them, such as to: cultivate and solicit funds, cultivate and recruit council members and other volunteers, read and understand financial statements, learn more about the substantive program area of the organization.
- **Possess** honesty, sensitivity to and tolerance of differing views, a friendly, responsive, and patient approach, community-building skills, personal integrity, a developed sense of values, concern for your nonprofit's development, a sense of humor.

Please fill out the attached application and return to:

Holladay Arts Council 4580 South 2300 East Holladay, UT 84117



Holladay Arts Council Application Form

Name _____

Phone/home: _____ work: _____ cell: _____

Address _____

Email address _____

Relevant Experience and/or Employment (attach a resume if relevant)

Why are you interested in our organization? _____

Area(s) of interest and/or expertise (please circle all that apply)

Artist-Visual

Artist-Literature

Artist - Performing

Artist - Video/ Photography

Artist-Folk-Traditional Arts

Artist-Crafts

Arts Historian

Arts Advocate

Arts-Consumer

Arts Administrator

Arts Appreciator

Fundraising

Education

Publicity

Networking

Financials

Planning

Policy

Volunteers

Grants

Accounting

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For Board Use

Nominee has had a personal meeting with the Council Chair, Arts Council Coordinator, or other council member. Member's Name _____ Date _____

Nominee reviewed by the committee. Date _____

Nominee attended a board meeting. Date _____

Action taken by the Council _____

Date _____

Voted on by the City Council Date _____