



The Taube Museum of Art encourages and supports artists and art events in North Dakota.

MISSION STATEMENT

Enriching lives through the visual arts.

STATEMENT OF PURPOSE

The purpose of the Taube Museum Art is to communicate that the arts are integral to the quality of human culture.

The Taube encourages cooperation with various community arts groups to strengthen the arts in our region.

We seek to educate the community through all forms of visual arts exhibits.

We foster and encourage international cooperation.



2 N. Main St., Minot, ND 58703

phone: 838-4445 fax: 838-6471 taube@srt.com www.taubemuseum.org

Taube Museum of Art Board Biographical Data Form

Date: _____

This data form helps the Taube Museum of Art identify board member interests and experience to determine how their talents can best be used.

Name: _____
(Please include professional designations; i.e., MD, PhD, etc.)

Business Affiliation: _____
(Please note if retired)

Title/Position: _____

Address: (Please check if address is Business Home)

Phone Numbers: Business _____ Home _____

Email Address: _____

Community Volunteer Activities:

Memberships And Offices Held (Include number of years and date held):

Areas Of Experience Or Expertise, Which Might Be Helpful To Our Nonprofit Organization.

(Check All That Apply)

- | | | |
|--|---|--|
| <input type="checkbox"/> Budget/fiscal control | <input type="checkbox"/> Government Affairs | <input type="checkbox"/> Education |
| <input type="checkbox"/> Public Relations | <input type="checkbox"/> Public Speaking | <input type="checkbox"/> Social Events Organization |
| <input type="checkbox"/> Personnel | <input type="checkbox"/> Research | <input type="checkbox"/> Marketing |
| <input type="checkbox"/> Special Gifts | <input type="checkbox"/> Fundraising | <input type="checkbox"/> Organizing Volunteer Groups |
| <input type="checkbox"/> Foundations | <input type="checkbox"/> Corporations | <input type="checkbox"/> Special Events |
| <input type="checkbox"/> Drives | <input type="checkbox"/> Planned Giving | <input type="checkbox"/> Membership |
| <input type="checkbox"/> Other (specify) _____ | (Please use reverse side if necessary) | |



Taube Museum of Art Board Member Agreement

As a member of the Board of Directors of the Taube Museum of Art, I agree to support the organization's mission of "enriching lives through the visual arts". I agree to meet the following expectations regarding my duties and responsibilities:

A. Collective Responsibilities

The Board of Directors shall meet the following collective responsibilities:

1. To know and participate in approving all policies that guides the organization, its governance, and its work.
2. To recognize that the organization exists to serve and strengthen its community and that staff, consultants, and grantees are partners with the Board in fulfilling its mission.
3. To be familiar with the organization's priorities and programming, including its public policy activities and other initiatives. As a Board member, I assist and oversee the work of the organization.
4. To be active in monitoring the organization's income and expenses, and reviewing and approving the annual budget.
5. Develop, execute, and monitor personnel policies pertaining to the hiring, evaluation, and removal of the Executive Director.

B. Individual Responsibilities

The Directors shall accept the following specific individual responsibilities:

1. To commit to ____ hours per month to the work of this Board and of the organization, and any extra effort that may be required in relation to fundraising events or other special activities.
2. To attend Board meetings regularly. I understand that I am expected to attend at least 10 out of the 12 Board meetings each year (unless other notifications have been made) and if I am unable to attend a regularly scheduled meeting notify the Executive Director.
3. I agree to participate in the following fundraising activities:
 - a. I will become a member of the organization (if I am not already).
 - b. I will make a personal financial contribution to the organization each year; it is up to me to determine the amount.
 - c. To serve actively on at least one standing committee and to attend committee meetings regularly, attending at least two-thirds of the scheduled committee meetings as well as special meetings as needed. Serve annually on at least one *ad hoc* committee that organizes a major fundraising event (Great Tomato Fest, Artfest, Christmas Tour of Homes, Rummage Sale, or Soup It Up).
 - d. I will share names of prospective contributors with staff and will assist in making solicitation visits and calls as part of the organization's annual campaign.
 - e. I will buy tickets to, attend, and participate in the planning and marketing of the organization's fundraising events.
 - f. I will talk about the work and achievements of the organization with colleagues, friends, and family.

- g. I will carry out other resource development activities consistent with my own skills and contacts and the needs of the organization.
- h. Nominate new Directors.

C. The organization is responsible to me in the following ways:

1. I will receive monthly financial reports regularly, and will receive a draft annual budget for review prior to the meeting at which it is discussed and approved.
2. I can call on the Executive Director and/or President to discuss the research, public policy priorities, other initiatives, policies, and operations of the organization. They will provide information willingly and answer any questions thoroughly.
3. Other Board members and appropriate staff will respond in a straightforward and thorough fashion to questions I need answered so that I can carry out my fiscal, legal, and moral responsibilities to the organization.
4. I will be kept informed about the progress and problems of the organization, and will receive accurate, complete, and timely information about any issues or problems that may have major impact upon the organization, its staff, or Board.
5. The Executive Director will maintain appropriate financial, personnel, and other management systems and procedures to minimize the possibility of legal or financial challenges.

Board Member Signature

Date