

SUMMARY INFORMATION: Prospective Heights Arts Board Members

Aside from spending time with other smart and passionate art lovers, service on the Board carries specific expectations. Our Board adheres to the legal Duties of all nonprofit organizations:

DUTY OF CARE

- Make reasonable decisions in the best interests of the organization.
- Assure the organization's financial health and accountability.
- Assure legal compliance with all tax, personnel, etc. policies

DUTY OF OBEDIENCE

- Assure the organization's by-laws and operating principles are upheld
- Assure the mission is being fulfilled through review and evaluation of the quality and effectiveness of the organization's programs

DUTY OF LOYALTY

- Serve the needs of the organization above any potential or actual self-interest or personal or professional benefit
- Advocate for the organization in public and personal realms

Specific Duties

Heights Arts' Board Manual provides detail on member duties and responsibilities, but briefly, all members of Heights Arts' Board are expected to:

- Attend at least four of the six yearly meetings of the Board (second Mondays; January, March, May, July, September, November) and its annual Retreat (February).
- Serve actively on at least one standing committee of the organization
 1. Finance
 2. Governance
 3. Program
 4. Fundraising/Development
- Participate in/attend programs of the organization.
- Advocate for the organization in the community and personal and professional networks.
- Thoughtfully review financial and governance documents and actively discuss matters of policy.
- Contribute relevant professional skills to support the organization in appropriate ways.

Board members are expected to make Heights Arts a priority for their philanthropic giving – each according to his or her means. Specifically, members are expected to:

- Maintain a membership in the organization at an appropriate level.
- Make an additional contribution to the organization's annual campaign at a level that is meaningful relative to financial capacity and personal circumstances.
- Support and participate in the organization's annual benefit and other fundraising efforts and events.

Interested board members can apply online at: <http://www.heightsarts.org/support/board-prospect-summary/> or call 216.371.3457 for more information