

## Board of Directors

Northeast Minneapolis Arts Association (NEMAA) strengthens and supports our local artist community with resources, promotion, and fellowship. The Board of Directors helps NEMAA fulfill its mission by leading strategically, acting as an ambassador for the organization, ensuring financial stability and healthy governance, and supporting and supervising the Executive Director.

### Time Commitment

The success of NEMAA is contingent upon active board engagement and participation. Board meetings are held four times a year for two hours – typically on Tuesdays from 6-8 p.m. Attendance is crucial, and we try to meet in person for our quarterly meetings as much as possible. A board member may be removed due to excess absences (more than two unexcused absences from board meetings in a year). An unexcused absence occurs when a member does not communicate why they cannot attend the meeting in person or virtually.

In addition, each board member is expected to be a part of at least one committee. Committee members determine whether they meet in person or online. Board members are also asked to attend special events throughout the year.

### Expectations

Board service will involve a commitment of each board member's personal time, talent, and energy. Responsibilities include:

- **Strategic planning.** Board members must actively participate in an overall strategic planning process and assist in implementing and monitoring the strategic plan's goals.
- **Financial oversight.** One of the board's foremost responsibilities is to secure adequate ongoing financial resources for the organization to fulfill its mission. The board must assist in developing the annual budget and ensuring that proper financial controls are in place.
- **Fulfill duties of care and loyalty to NEMAA.** Board members must use reasonable care and good judgment in making decisions on behalf of the interest of NEMAA, and be faithful to the organization, avoiding conflicts of interest.
- **Enhance the organization's public standing.** The board should clearly articulate the organization's mission, accomplishments, and goals to the public and garner support from the community. This includes interacting with the NEMAA membership on a regular basis.

- **Build a competent board.** All boards have a responsibility to articulate prerequisites for candidates, orient new members, and periodically and comprehensively evaluate their own performance.
- **Hire, support, and evaluate the executive director.** The board should ensure that the executive director has the moral and professional support they need to further the goals of the organization.
- **Ensure legal and ethical integrity.** The board is ultimately responsible for adherence to legal standards and ethical norms.
- **Confidentiality.** Board members agree to keep confidential any sensitive information shared at board or committee meetings or in conversations with staff or other board members.
- **Board Giving.** We encourage board members to join NEMAA as a member and/or give financially to the organization in an amount that is possible for them.

*Updated April 2024*