



## What is Expected of OMA Board Members?

OMA members who agree to serve on the Board will want to know what is expected of them. Service on the Board is like that of a board of directors for a museum or other nonprofit organization. OMA needs people who are willing to be active and committed to the Association's mission. Board members responsibilities are:

1. Attend Board meetings, generally hold three per each year. These are held at locations around the state and members are responsible for travel and other costs. Most meetings are from 1 pm to 4 pm. Approximately every other year the Board holds a planning retreat with Board members paying their own expenses.

2. Board members should attend the Oklahoma Museum Conference and take part in activities such as the Board meeting, serving as session greeters (making sure speakers have what they need, distributing handout materials, etc.), helping with evening events and other duties as needed.

3. Financial support for OMA is important and OMA maintains a culture of philanthropy. Board members are asked to try to meet an annual fundraising goal, which currently is \$550. Members of the Board are given tools to help reach their goal. Board members should seriously consider increasing their annual financial commitment through individual memberships, increasing their existing dues amount, donating to the annual campaign and/or endowment fund and/or securing a corporate member. Board members will be asked to solicit new memberships during membership campaigns. Board members should encourage giving by their institutions as well through memberships and sponsorships.

4. Active participation (including travel to meetings) on at least one of the following committees is expected:

- Executive/Endowment/Investment (Officers and Past President)
  - Advocacy
  - Audit
  - Awards
  - Nominating
- Conference Local Arrangements/Fundraising
  - Conference Program
  - Board Development
  - Marketing
  - Resource Development
  - Professional Interest Groups
- Emergency Preparedness - Disaster Response Network (DRN)/Alliance for Response
  - Smarties Fundraiser
  - Technology
  - Wellbeing



## Board of Directors Performance Expectations

OMA Mission: The Oklahoma Museums Association empowers Oklahoma museums.

### OMA GOALS:

- 1) developing resources to fulfill the mission;
- 2) building networks among members and member institutions as well as with various publics;
- 3) encouraging public awareness of the existence, purposes, and value of museums;
- 4) promoting professional growth among museum employees and volunteers;
- 5) providing professional services to Oklahoma museums;
- 6) advocating on behalf of museums;
- 7) being a national model for state museum associations; and
- 8) achieving excellence

Affirmation: Our performance grows out of our basic commitment to the museum community and profession served by the Oklahoma Museums Association.

### Participation:

#### Preparation and Information Gathering

- Become knowledgeable about the history and purpose of OMA.
- Seek information about programs, staff and issues being faced.
- Respond promptly to meetings, notices and requests.

#### Attendance and Active Involvement

- Attend scheduled board meetings.
- Attend Oklahoma Museum Conference in fall.
- Attend meetings of other groups, committees and special projects.

Get involved in determining OMA mission, goals and setting policy to guide staff and insure sound programs, fiscal and administrative management.

### Personal Support:

- Be a member of OMA in good standing.
- Make an annual financial contribution to a level of personal significance.
- Use expertise and experience on behalf of OMA.
- Initiate and/or carry out at least one special project to task committee assignment annually.
- Make OMA the top one or two charitable, non-profit interest during tenure as board member.

### Involve Others:

#### Introduction and Cultivation

- Wherever you go, be prepared and seek opportunities to talk about OMA.
- Introduce new people to OMA and its programs.
- Be alert to ways in which new people may become involved.
- Identify prospective volunteers, board members, and OMA members and give leadership to their cultivation.

#### Securing Financial Support

- Identify prospective members and donors.
- Participate in fundraising efforts.
- Be willing to make donor asks, thank you calls and visits.

### Advocate For The Cause:

Use every opportunity to increase the visibility of OMA in various committees such as city, state, clubs, etc. Make contact with all levels of governmental representatives to help improve funding and services for OMA and its primary granting agency the Oklahoma Arts Council.

### Support One Another In A Caring Way:

- Work cooperatively with other board and staff members keeping the mission and goals in mind.
- Express encouragement, support and appreciation for work or board members and staff.