



SOUTHERN ALBERTA ART GALLERY
MAANSIKSIKAITSITAPIITSINIKSSIN

Board of Directors Roles & Responsibilities

May 2022

Mission

The Southern Alberta Art Gallery Maansiksikaitsitapiitsinikssin fosters the work of contemporary artists who challenge boundaries. We encourage broad public engagement and promote awareness and exploration of artistic expression. Our work extends to local, national, and international communities.

Overview

The Board supports the work of the Gallery and provides mission-based leadership and strategic governance. While day-to-day operations are led by the Gallery's Executive Director (ED), and the ED is the Board's sole employee, the Board-ED relationship is a partnership.

Board members' basic responsibilities

- Knowing the Gallery's mission, policies, programs, and needs;
- Following the Gallery's bylaws, policies, and Board resolutions;
- Reviewing agenda and supporting materials prior to Board and committee meetings;
- Preparing for, attending, and conscientiously participating in Board/committee meetings;
- Participating fully in 1 or more Board committees;
- Keeping all internal matters of the organization confidential;
- Maintaining an active Gallery membership (currently \$25/year); and
- Attending the Gallery's major fundraising events (ticketed, currently Art Auction in the spring and SAAG Social in the fall), as well as exhibition opening receptions (free for members, ~4 times/year).

Leadership, governance, and oversight

- Serving as a trusted advisor to the ED as they develop and implement the Gallery's strategic plan;
- Reviewing outcomes and metrics created by the Gallery for evaluating its impact and regularly measuring its performance and effectiveness using those metrics;
- Approving the Gallery's annual budget, audit reports, and material business decisions;
- Remaining informed of, and meeting all, legal and fiduciary responsibilities of the Board;
- Contributing to the ED's annual performance evaluation;
- Assisting the ED, Board Chair, and Nominations Committee in identifying and recruiting qualified new Board members;
- Partnering with the ED and other Board members to ensure that Board resolutions are carried out;
- Serving on committees and taking on special assignments;
- Representing the Gallery to stakeholders and acting as an enthusiastic ambassador for the organization;
- Maintaining the Gallery's commitment to a diverse board and staff that reflects the communities the Gallery serves;
- Engaging in identifying and securing the financial resources and partnerships necessary for the organization to advance its mission; and
- Leveraging connections, networks, and resources to develop collective action to fully achieve the organization's mission.

Fundraising

Board members should consider the Gallery a philanthropic priority and make annual gifts that reflect that priority. So that the Gallery can credibly solicit contributions from foundations, organizations, and individuals, the Gallery expects all Board members to make an annual financial contribution that is commensurate with their capacity.

Board terms/participation

Board terms are one year, and renewable in accordance with the Gallery's bylaws. We ask prospective Board members to plan to serve 2 to 3 terms (or years) in support of Board planning. Board meetings are held on a roughly bi-monthly basis;

committee meetings are held as necessary; and the Board holds an annual day-long strategy session in the fall.

Qualifications

Board membership is an opportunity for individuals who are passionate about the Gallery's mission and who have a track record of community leadership. We welcome Directors with varied experiences and backgrounds, and individuals from equity deserving communities are wholly encouraged to apply.

Individuals selected for Board membership are leaders in business, philanthropy, the arts, and/or the nonprofit sector. Their accomplishments and passion for both the Gallery and its mission allow them to attract other well-qualified, high-performing Board members.

Ideal candidates have the following qualifications:

- Extensive professional and/or community organizing experience with significant leadership in business, community, philanthropy, the arts, and/or the nonprofit sector;
- A commitment to and understanding of the Gallery's mission;
- Savvy diplomatic skills and a natural affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals;
- Personal qualities of integrity, credibility, respect, congeniality, positivity, accountability, transparency, and professionalism.

Please note: Service on the Gallery's Board of Directors is without remuneration.