



Altered Esthetics

1224 Quincy Street NE
Minneapolis MN 55413
612.378.8888
alteredesthetics.org

**Board Member
Application**

*Please fill out this application and return it with a resume & cover letter to the Altered Esthetics Board at the address above.
Attach another sheet of paper if additional space is needed.*

Name: _____

Title/Occupation: _____

Address: _____

Phone: _____ E-mail: _____

Reference 1: _____ Relation: _____

Reference 2: _____ Relation: _____

Referred by: _____

Position Applied: _____

Why do you want to be considered for a seat on the Altered Esthetics' Board?

What skills and/or resources can you contribute to Altered Esthetics?

Ae is noted as an organization "run by artists, for artists." How can you sustain or develop this ethic?

In what way(s) will you contribute to your fundraising responsibility as a board member?

In what way(s) are you a good fit for the specific role to which you are applying?

I am stating that, in submitting this form with any attachments, the information given is true to the best of my knowledge.

Signature: _____ Date: _____

Major Duties of Board Members of Altered Esthetics

(From Bylaws - Part V, 1a - Supporting Documents)

The Board of Directors is empowered by the state to govern Altered Esthetics as a nonprofit public benefit corporation on behalf of the people of Minnesota.

General Duties

- Determine the Organization's Mission and Purpose
- Provide continuity for the organization by setting up a corporation or legal existence, and to represent the organization's point of view through interpretation of its products and services, and advocacy for them
- As needed, Select and appoint a Board Chair to whom responsibility for the administration of the organization is delegated, including:
 - review and evaluate their performance annually on the basis of a specific job description, including executive relations with the board, leadership in the organization, in program planning and implementation, and in management of the organization and its personnel
 - to offer administrative guidance and determine whether to retain or dismiss the Chair
- Govern the organization by broad policies and objectives, formulated and agreed upon by the Board Chair and staff, including to assign priorities and ensure the organization's capacity to carry out programs by continually reviewing its work
- Ensure adequate resources for the organization's operations: ensure that operations are adequately financed by monitoring the Executive Director's ability to fulfill this need.
- Account to the public for the products and services of the organization and expenditures of its funds, including:
 - to provide for fiscal accountability, approve the budget, and formulate policies related to contracts from public or private resources, enhancing the Organization's Public Image
 - to accept responsibility for all conditions and policies attached to new, or experimental programs.
- Serve as a Court of Appeal
- Assess his/her performance
- Monitor activities of directors in carrying out program goals and policies set by the board
- Represent the organization positively within the community when appropriate
- Assist the organization to gain support by exercising personal and professional contacts whenever applicable
- Complete an annual statement of commitment of board service for the organization
- Attend this organization's fundraisers, conferences, workshops, and other events with some regularity
- Serve as an ombudsman for the organization.
- Accept an evaluation of actual service provided relative to commitments made.
- Promote this organization's contributed and earned income activities, representing the organization positively within the community when appropriate
- Maintain a high degree of familiarity with the issues, concerns and trends in the arts field.
- Evaluate the Board Chair Annually
- Authorize expenditures and income through an annual budget
- Assure a balance between the organization's goals and activities, and its resources available to fulfill those goals and activities
- Assure the organization's compliance with all local, state and federal law

Expectations

- Serve for a 3-year term
- Attend monthly board meetings
- Contribute annually to the organization
- Serve on at least one organizational committee

Time Commitment

- Approximately 2 hours every month for board meetings, additional hours vary by role
- Bi-annual 2 hour review of Executive Director
- Other time depending on individual member's assumption of responsibilities

Training

An initial 2-hour orientation to the work of the organization should be provided with the Board Chair and additional board member as appropriate. Additional training will be provided as applicable/appropriate.