

Cass County Historical Society (Bonanzaville) Board Nomination Form

Candidate Information

Name _____ Home Phone _____
Home address _____
E-mail address _____ Cell Phone _____
Employment/Position _____ Education _____
Previous board experience (if any) Name of organization and role:

Please check 2 areas you feel your skills and experience could be used to assist CCHS.

- Finance** - Aid in the development of budgets, review financial statements and help generate ideas to increase revenue and be efficient with expenses.
- Personnel** - Aid in the review of personnel documents including job descriptions, personnel manual, etc. Also involved in performing review of staff structure and organizational management.
- Buildings and Grounds** - Help develop and maintain a plan to improve and maintain the condition of the museum and village.
- Promotions/Marketing** - Develop and maintain a marketing plan which includes advertising, event creation and promoting the museum and village.
- Education** - Help plan and enhance the education programs at CCHS.
- Fundraising** - Develop ideas and assist in the implementation of plans for fundraising. Provide relationships/connections that will result in the growth of CCHS.
- Collections** - Have an appreciation and deep understanding of artifacts and museum collections or the development and history of the Red River Valley.

Affiliations or organizations you currently belong to (e.g., membership, professional, civic).

Responsibilities of a Board Member

- Attend regularly scheduled board meetings (12/year) and any other related meetings.
- Serve on a minimum of one committee with active participation.
- Assist in ongoing fundraising efforts and the need to raise the general awareness in the community of CCHS.
- Volunteer for and willingly accept assignments and complete them thoroughly and on time.
- Stay informed and engaged in committee matters.
- Be prepared for meetings and actively review minutes and committee reports.
- Will not serve on any other board that would be considered a conflict of interest.
- Attend training as provided and required by CCHS.
- Board members will conduct themselves in a professional manner, privately and publicly, that positively represents Cass County Historical Society.

By submitting this form I certify that I have read the above information and would like to be considered as a potential Cass County Historical Society board member nominee.

Return document to john.monilaws@sendit.nodak.edu or to Bonanzaville's address.

PO Box 719, West Fargo, ND 58078