



VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION, INC.
BOARD COMMITMENT LETTER

Dear Candidate,

Thank you for applying to serve on the board of the VMHA. Our mission at the Valdez Museum is fivefold, and is to:

- Safeguard our community’s valuable heritage materials
- Foster broad public understanding and appreciation of our unique heritage
- Celebrate our community’s past and provide context for its future
- Encourage a sense of community pride
- Enhance the quality of life by fostering and supporting cultural programs

We expect the following of our board members:

- Attendance policy: Our meetings are held the third (3rd) Thursday of each month, at the Museum, beginning at 6:30 p.m. Most meetings last a little over one hour. Board members are expected at each meeting unless prior notice to the Executive Director or Board President has been made. If a board member is absent for three consecutive meetings, he/she will be removed from the board and a replacement will be found, according to the By-Laws, Article VI, *Sec. 4.*
- Financial expectations: Each VMHA board member should be an “associate member” in good standing, at his/her membership level choice and make at least one unrestricted cash donation a year. An unrestricted cash donation does not include, membership, raffle tickets, auction purchases, or specific appeals.
- Term length: The length of your term is three (3) years, unless you are serving the balance of the un-expired term of a vacant board seat.
- Participation: Your participation on this Board of Directors includes monthly meetings; serving on a committee which suits your skills, talents and preferences; and involvement in fund raising activities to the best of your ability.

If appointed by the General Members (City Council), you will receive an orientation process, including a tour of our facility(ies) and a Board Notebook by our Executive Director, Patricia Relay. Should you have any questions or wish to discuss this commitment, please feel free to call Patricia (835-2764) or Michelle Cullen President (835-5128). Please sign two copies of this letter; keep one and send the other to Patricia at the Museum.

We look forward to working with you to pursue the mission of the VMHA and its benefits.

Sincerely,

Michelle Cullen, VMHA Board President

Donna Lane - Board President

Board Candidate

Date

Date