

LANSING ART GALLERY & EDUCATION CENTER

To apply: read the information below, then send the Board Application on page 3 and your résumé to Michelle Carlson, michelle@lansingartgallery.org, or mail to: Lansing Art Gallery & Education Center, 300 Washington Square, Suite 100, Lansing, MI 48933. Copies will be distributed internally to aid in our understanding of how you would like to contribute to our organization's work.

HISTORY

Lansing Art Gallery & Education Center is a nonprofit membership organization under section 501(c)(3) of the Internal Revenue Service Code and was incorporated in the State of Michigan on September 8, 1965. Founded by a handful of dedicated artists and art patrons, the Gallery became the first permanent art gallery in Lansing and remained Lansing's oldest nonprofit gallery. We are at 300 S. Washington Square, Suite 100, in downtown Lansing. Memberships, sponsorships, contributions, grants, educational classes, and artwork sales fund the programs.

MISSION STATEMENT

Lansing Art Gallery & Education Center promotes public awareness, education, and enjoyment of the visual arts by promoting the works of Michigan artists.

VISION STATEMENT

Enhancing the quality of life and cultural well-being of the community, Lansing Art Gallery & Education Center provides a permanent cultural facility and outreach initiatives to fulfill our mission and ensure exhibits, educational programs, and opportunities to purchase Michigan art are available to the public.

CONNECTING WITH THE COMMUNITY

The Board of Directors and staff of Lansing Art Gallery & Education Center believe that making the arts accessible is not just a mission but also a movement. Increased public access, both physically and economically, to the arts improves the quality of life in a community. Current programs include:

- Exhibitions that are free and accessible to the public
- Public art exhibitions
- Retail Gallery showcasing Michigan artists, including a "lease to own" option
- Classes, camps, competitions, and exhibitions for all ages and skill levels

ARTISTIC OBJECTIVES

Lansing Art Gallery & Education Center's professional exhibitions feature original contemporary work created by Michigan artists over 18 years old. Staff convenes diverse panels of visual arts professionals to adjudicate submitted artwork using guidelines for artistic merit and quality.

STAFF

Staff and volunteers run the day-to-day operations of the Gallery. The Board of Directors is responsible for supporting policy and garnering resources to ensure high-quality programming.

BOARD OF DIRECTORS

Board members' perspectives align with organizational goals, strategies, and needs. We seek a diverse Board with varying skill sets, expertise, community connections, and attitudes. Board

positions require a significant time and energy commitment with three-year terms. Candidates are urged to consider priorities and their interest in contributing to the organization.

Responsibilities of the Board of Directors: Governance, Giving, Ambassadorship, and Consulting

GOVERNANCE – ETHICAL, LEGAL, FIDUCIARY

At least 12 Directors serve as voting members with a function to manage and set priorities for the organization, including the development of strategic plans; Board recruitment, development, and evaluation; and oversight on legal, financial, and ethical matters. The Board must be fiscally responsible, ensuring the Gallery has sufficient funds to carry out its mission. Board members also hold fiduciary responsibility for managing organizational capital and ensuring appropriate filings with federal, state, and local authorities consistent with the organization's status as a 501(c)(3) nonprofit organization. Notably, the Board hires and evaluates the Executive Director, who serves as an ex-officio member of the Board of Directors and oversees the organization's day-to-day management.

Governance also requires preparation, attendance, participation in Board and committee, and teleconference meetings if required. The key policy is often formalized at conferences, and involvement is critical. Board Members must commit meetings to their calendar and attend all meetings, or they may be removed. Members should review materials sent before board meetings, listen actively during sessions, and be prepared to participate as appropriate.

GIVING

All Board Members are expected to give charitably with time, money, and professional expertise as facets of exemplary leadership. 100% Board participation is sought for contributions, which should represent Board Members' top three-to-five charitable investments annually.

AMBASSADORSHIP

Board Members support the organization by introducing their networks to the gallery. They share their motivation for giving, recognize prospects, and work with the Executive Director to strategically cultivate stakeholder relationships.

CONSULTING

Board Members benefit our organization by providing abilities and skills to help fulfill our mission and ensure long-term organizational stability. They bring abilities or levels of expertise, such as technology, business acumen, and legal, financial, or human resources skills, alongside the Executive Director and staff team; their time, unique abilities, and expertise support mission advancement.

3. Why do you seek a position on this Board of Directors?

4. How would Lansing Art Gallery and Education Center benefit from your involvement on the Board?

4. Please list boards and committees that you currently serve on or have served on (business, civic, community, fraternal, political, professional, recreational, religious, and social).

5. Please list any groups, organizations, or businesses you could serve as a liaison to on behalf of our organization.

Organization	Role/Title	Dates of Service
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Education/Training/Certificates

Awards/Honors

Skills, experience (Please mark all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Finance, Accounting | <input type="checkbox"/> Program evaluation |
| <input type="checkbox"/> Personnel, human resources | <input type="checkbox"/> Public relations, communications |
| <input type="checkbox"/> Administration, management | <input type="checkbox"/> Public relations, communications |
| <input type="checkbox"/> Nonprofit experience | <input type="checkbox"/> Grant writing |
| <input type="checkbox"/> Community service | <input type="checkbox"/> Policy development |
| <input type="checkbox"/> Fundraising | <input type="checkbox"/> Outreach, Advocacy |

Other _____