



Thank you for your interest in serving as a member of the Marlinton Alumni Association board of Trustees. Completing this form will help you understand the commitments of this leadership position. You may find it helpful to read through the entire application and Board Member Responsibilities before you begin filling it out.

**Please return the Board Candidate Information and Board Candidate Questionnaire to:
Marlinton Alumni Association, Nominating Committee
PO Box 6001, Alliance, OH 44601**



Mission Statement:

The primary mission of the Marlinton Alumni Association is to provide scholarships, through a non-discriminatory process, to Marlinton graduates so they may further their education in their chosen field of study. The Association will keep a database of Marlinton graduates to enhance pride and tradition in the Marlinton Community.



History

The MAA was established in 1989 with 230 charter members. Under the leadership of Marlinton High School teacher Mrs. Eleanor Ramser, the organization drafted bylaws, created a board and welcomed gifts to the scholarship fund.

The original Statement of Purpose, established in 1989, remains the same today:

1. To foster a sense of belonging for alumni to the Marlinton Community.
2. To enhance tradition and pride in Marlinton and its alumni.
3. To recognize outstanding alumni for success in their chosen field.
4. To recognize outstanding alumni for service to the Marlinton schools.
5. To hold an annual social event for the alumni of Marlinton.
6. To promote the welfare of Marlinton Local Schools.
7. To honor each year the 25th and 50th class.

8. To assist individual classes in organizing information and obtaining information.
9. To create an awareness of the successes of Marlinton alumni and to use those successes as models for current students.
10. To provide successful role models to assist current students in reaching career and life goals.
11. To provide support for current students as they confront practical real-life problems involved with achieving their life goals.
12. To sponsor scholarships for outstanding Marlinton students.



Board Member Roles and Responsibilities

The importance of the Board of Trustees cannot be overemphasized. The success of the organization reflects the dedication and performance of the people involved. An effective board attracts the dynamic and enthusiastic support needed to fulfill the organization's purpose. As a member of the Marlinton Alumni Association Board of Trustees, your role is to protect the interest of the organization. Officers and Trustees should perform their duties in good faith and with the same care one would use in managing their own affairs.

Legal duties:

- A **duty of care** meaning that Board members should understand the charity's mission, regularly attend and participate in meetings and be prepared to make informed decisions
- A **duty of loyalty** meaning that Board members must put the interests of the nonprofit above their own. Business relationships between a board member and the organization should be avoided.
- A **duty to keep accounts** and legal paperwork up-to-date such as keeping records of income, investments, expenditures and records (minutes) of board meetings, etc.
- A **duty to plan annual budgets** and fundraising goals, create rules to make sure that no one person has total control over the finances and to make sure that the organization's money is used properly.
- A **duty of respect** meaning that Board members should be faithful to the nonprofit's purpose and that they should follow the organization's main rules and documents such as the constitution, Articles of Incorporation, by-laws, policies/procedures, etc.
- There is also a **duty of knowing** and strictly following the local, state and federal nonprofit laws. This includes many things such as having an annual financial audit completed and reporting changes in your name or address to the Ohio Secretary of State and Attorney General's Office



Board Candidate Information

Date: _____

Name: _____ Graduation Year: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Educational History: _____

Work History: _____

Community Activities: _____

Other Memberships, Achievements, etc: _____

Family Information: _____

Anything else you'd like to share! _____

Board Candidate Questionnaire

1. If selected, how do you feel you could contribute to the success of the Board?

2. Are you willing to give time, energy and resources to support the mission of the Marlinton Alumni Association?

The term of service is three years. Board meetings are held the 2nd Thursday of each month, (excluding December) 7:00 p.m., and meet in the MHS cafeteria.

(Please circle one) YES NO

3. Skillset evaluation #1 through #10:

	<u>Little Knowledge</u>							<u>I'm a Pro</u>			
Finance/Accounting	1	2	3	4	5	6	7	8	9	10	
Organizational Skills	1	2	3	4	5	6	7	8	9	10	
PR/Marketing/Communication	1	2	3	4	5	6	7	8	9	10	
Writing /Proof Reading	1	2	3	4	5	6	7	8	9	10	
Strategic Planning	1	2	3	4	5	6	7	8	9	10	
Community Networking	1	2	3	4	5	6	7	8	9	10	
Attorney/Legal experience	1	2	3	4	5	6	7	8	9	10	
Fundraising	1	2	3	4	5	6	7	8	9	10	
Leadership	1	2	3	4	5	6	7	8	9	10	

4. Are there other skills that you would like to utilize?

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Thank you for your consideration!