



## **BOARD OF TRUSTEES APPLICATION 2025**

**The Blue Earth County Historical Society (BECHS) is now accepting applications for the BECHS Board of Trustees. Applications are due by January 31, 2025.**

### **HISTORICAL SOCIETY'S MISSION**

To lead in the collecting and promoting of Blue Earth County's history to ensure its preservation for the enrichment and benefit of present and future generations.

### **BOARD OF TRUSTEES**

BECHS is governed by a 12 to 20-member Board. The BECHS Nominations Committee is currently seeking candidates to fill vacant Board seats. The Board term runs from March 2025 through March 2028. Monthly Board meetings are held the 4<sup>th</sup> Monday of each month 5:30 p.m. - 7:00 p.m. Participation with events and service on committees is also required.

### **APPLICATION INFORMATION**

Applications are now being accepted for the BECHS 2025 Board of Trustees. The Board is seeking individuals with strengths in fundraising and friend-raising, legal, facility planning, and human resources. Previous nonprofit organization or board experience is preferred, but not required. BECHS will continue to make major changes in the next few years, including expansion of services and facilities. This is an exciting time for BECHS but there is much work ahead to achieve our goals.

In addition, the Board is seeking candidates from greater Blue Earth County, in particular, representatives from the areas around Lake Crystal, Garden City, Amboy, Vernon Center, Cambria, Madison Lake, Eagle Lake, St. Clair or Mapleton.

The following packet contains the Board of Trustees Application and additional supporting materials about the Board of Trustees. **Applications are due by January 31, 2025** and Board terms will begin in March 2025.

If you have any questions, please contact BECHS Executive Director Jessica Potter at 507-345-5566 or email her at [Director@BlueEarthCountyHistory.com](mailto:Director@BlueEarthCountyHistory.com). Thank you for your interest in the Blue Earth County Historical Society.

## Blue Earth County Historical Society (BECHS) Board of Trustees Position Description

**TITLE:** Member, Board of Trustees

**REPORTS TO:** Board Chair

**RESPONSIBLE TO:** Each fellow Member, BECHS Membership, and BECHS Staff

**ROLE:** To serve as a voting member of the Board of Trustees for BECHS, developing policies, procedures and regulations, and monitoring financial performance and BECHS programs and services.

**TERM:** Three (3) years, beginning March 2025 and ending March 2028  
Members are limited to three consecutive terms

### TIME EXPECTATIONS

- Attend regularly scheduled monthly meetings of the Board of Trustees; missing three regular Board meetings without advance notice could result in dismissal. (1 ½ hours per month)
- Actively participate in one or more Board committees. (1-2 hours per month)
- Attend scheduled Board retreats, planning meetings, workshops, and other Board development activities.
- Attend, support, and participate in BECHS special events. (up to 2 hours per month)

### OBLIGATIONS

- Fully understand and support the mission of BECHS.
- Actively set policies and ensure that BECHS has adequate resources to carry out its mission.
- Supervise, evaluate, and/or hire the Executive Director.
- Make annual personal and/or professional financial commitment.
- Monitor BECHS financial performance and legal responsibilities.
- Develop and monitor short and long-term planning and goals.
- Represent BECHS to the public and private sectors; serve as an advocate for BECHS.
- Bring own expertise, and the expertise of others, to support the mission of BECHS.
- Be a BECHS Member in good standing.
- Abide by the Duties of Care, Honesty, and Loyalty.
  - Duty of Care: Board Members are fully informed and prepared to act effectively.
  - Duty of Loyalty: Board Members must put the interests of BECHS first, above personal or professional interests.
  - Duty of Honesty: Board Members must act in accordance with BECHS mission and policies.

# BLUE EARTH HISTORICAL COUNTY SOCIETY

## BOARD OF TRUSTEES APPLICATION 2025

**(Due by January 31, 2025)**

<b>Name</b>	
<b>Address</b>	
<b>Preferred Phone</b>	
<b>Email</b>	
<b>Employment</b>	
<b>Current and Past Volunteer Involvement and/or Civic Leadership</b>	

**Please answer the following questions**

1. What best describes your areas of Expertise/Experience or Interest that you will bring to the BECHS Board of Trustees? (please mark all that apply)

E	I		E	I	
		Accounting / Finance			Legal
		Business Analysis / Management			Non-profit Management, Governance
		Education: K-12, post-secondary			Development / Relationship Building
		Event Management			Public Relations / Communications
		Facility Development / Management			Sales / Marketing
		Fundraising – Making Asks, Strategy			Strategic Planning
		Grant Writing			Technology / Computers
		Human Resources			Writing / Editing

Other special interests, skills or talents:

2. The BECHS Board meets monthly on the 4<sup>th</sup> Monday from 5:30 p.m. - 7:00 p.m. Do you have any other commitments that may come in conflict with the regular Board meeting?

3. What motivates you to want to serve on the BECHS Board of Trustees?

4. Is there anything else you would like us to know about you?

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Please return the form to  
Blue Earth County Historical Society, Attn: Jessica Potter,  
424 Warren Street, Mankato, MN 56001  
or e-mail [Director@BlueEarthCountyHistory.com](mailto:Director@BlueEarthCountyHistory.com).*