

# Local Arts Agency Board Member Orientation

## Notes and Talking Points

**Slide 3:** North Carolina has one of the largest networks of local arts agencies in the country, with more than 75 agencies statewide. The consistent leadership at the local level has created a trusted network for funders and our state legislature. In fact, one third of the network has been in operation for 50 years. Collectively the network engages 1.5 million North Carolinians annually.

**Slide 5:** Our local arts council is partners with the North Carolina Arts Council. We receive a Grassroots grant each year to support our operating and programming expenses. The NC Arts Council staff are also available to our council for resources, consultation services and they host regional meetings for the local arts council network twice yearly.

**Slide 6:** Strong board leadership has helped the North Carolina local arts agency network grow and thrive. This orientation is to help *YOU*, as a board member, to understand the important role you have in sustaining the state network and securing the success of (YOUR AGENCY).

**Slide 8:** Use this slide as a prompt to share a current copy of your local arts council's fundraising plan. Discuss the development of your plan. When are board contributions made? Discuss the timeline.

**Slide 9:** One of the most important tasks any nonprofit board has is to provide financial oversight and planning. In our organization, that includes voting on the annual budget, reviewing the monthly financials, etc. This slide is a good prompt to talk about reserve funds, investments, etc.

**Slide 10:** Use this slide as a prompt to distribute the organization's most current strategic plan. Share with board members the development of the plan and how often the board reviews the plan during their yearly meeting schedule.

**Slide 11:** Use this slide as a prompt to share the board bylaws if you have not already distributed them. This is also a good time to bring up meeting attendance and what your specific board bylaws require in attendance. Share yearly board meeting schedule.

**Slide 12:** This slide is a good prompt to share the results of the last board assessment, and how your organization and the board are working to overcome any challenges that may have been made apparent. If the board still has needed skill sets, this may be a good time to share them and describe how your board handles the recruitment process.

**Slide 13:** Provide timeline and process for annual review of the executive director.

**Slide 14:** Remember to explain that Arts NC is the advocacy organization for state arts organizations to new board members. This slide is a great prompt for explaining that your organization expects/relies on board members' participation in developing, expanding and deepening relationships with local leaders in your county. Provide information on your organization's strategy for connections with local elected officials. Also share how coverage for local events is decided/distributed among the board and staff.

**Slide 16:** Background on slide: This slide shares some feedback from a survey the NC Arts Council conducted to learn more about local advocacy. The next few slides will review strategies for board members to use in advocacy. \*Use this as a discussion point with the board to talk about what *THEY* think local leaders and elected officials understand about your arts council. Distribute the *Understanding local arts agencies: A primer for board members* (on the [Local Arts Council Resources](#) page) and share these are talking points for the board.

**Slide 17:** Slide is a prompt for discussing an agency engagement plan with the board to make sure your local arts agency is represented at City Council and county commissioner meetings.

**Slide 18:** Many of you may already have relationships with our elected officials. As part of the engagement plan, we can work on a schedule to make sure board members meet with our elected officials at least once per year to let them know of the great programs we have, and the need for continued support.

**Slide 19:** The arts help local government achieve their goals (share local examples) and our agency is a reliable partner to achieve all the points in this slide. The NC Arts Council's Grassroots grant requires a one-to-one match cash match. In most counties, city and county governments invest to help reach that match. Share the current local government match.