

Belmont Media Center Board Nomination Packet



Date:

(Note: Nominations for Member Seats may also be submitted or made at annual meeting)

- BOARD Seat (Board appointed) – 3 year term
- MEMBER Seat (Member elected) – 3 year term

Nominee	
Address	
Phone	
Email	

REQUIRED QUALIFICATIONS:

1. A Belmont resident or affiliated with a Belmont business or organization. Not a town wide elected official and not a staff member/close relative (spouse, sibling or offspring) of BMC.
2. Willing to attend monthly board meetings and volunteer for various committees & projects.
3. Interested in representing town residents’ interests and varied viewpoints

RELATED EXPERIENCE:

Please describe relevant experience from employment or volunteer positions. Attach if necessary.

CURRENT VOLUNTEER COMMITMENTS:

Please describe any existing volunteer commitments, which you may have. (attachment as needed)

I affirm that the above statements are true:

Signature of Nominee

Date

Please send this completed form & attachments to:
Jeff Hansell, executive director jeff@belmontmedia.org or mail to: 9 Lexington Street

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Belmont Community Media Center Board of Directors

Responsibilities

The Board of Directors of the Corporation (“Board”), an independent non profit entity, will manage the Corporation’s (*BCMC*) resources for use by Belmont residents, school groups, nonprofit Belmont organizations, local government, and members of the *BCMC* and execute the Media Center’s management contract with the Town. The Board shall lead the organization with vision and an understanding of what is needed to assure the long-term viability and growth of the Corporation. The Board is responsible to manage the affairs and property of the Corporation conferred on them per the contract with the Town. The Board of Directors must uphold the provisions of the By-Laws and protect the financial well being of the Corporation. The Board will provide ‘strategic direction’ to the Executive Director and his operational staff.

The Board members have a fiduciary responsibility for providing oversight of the Operations and are representatives of the Town residents. Board members do not need to have a cable and broadcast industry background, skills and experience outside of the industry are highly valued by the Board. The Board members are responsible for developing and managing the strategic vision of the Corporation, guiding *BCMC*, its staff, and membership to develop and deliver quality program content and informative services to the Town.

The Board of Directors shall have full power, by majority vote, to adopt rules and regulations governing its actions. The Board shall have full authority regarding the distribution of monies received by the Corporation. Distribution of funds shall follow the fundamental and basic purposes of the Corporation, as expressed in the Articles of Organization. Any proposed changes to the By-Laws shall require a two-thirds vote by members present at the annual meeting. The Board of Directors shall not permit any part of the net earnings or capital of the Corporation to inure to the benefit of any private individual.

A Director need not be a member of the Corporation prior to his or her election or appointment to the Board of Directors but must become one before being seated. Each Director shall continue in office until the expiration of the term for which he or she is elected, or until his or her successor shall have been elected, and qualified, or until resignation or removal.

Annual elections are held at the annual meeting, normally during the third week of September, to fill normally vacated board seats. Three of the board seats are elected by the general membership, four of the board seats are appointed by the Board and two of the board seats are appointed by the Town, one by the Selectmen and one by the School Committee.

Any Director who fails to attend three (3) consecutive regular meetings of the Board of Directors without sufficient excuse may be removed from the Board of Directors by a majority vote of those present at a regular or special meeting of the Board of Directors.

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The Officers of the Corporation shall include a Chairperson, one or more Vice-Chairs, a Secretary, and a Treasurer. The Board of Directors shall elect officers from the newly seated Board of Directors at the first Board of Director's meeting after the Annual Meeting of the membership. Each Officer of the Corporation shall be elected annually and shall hold office until the next Annual Meeting of the Corporation, or special meeting held in place thereof, and thereafter until his or her successor is chosen and qualified. No member of the Board of Directors can be elected an Officer of the Corporation unless he or she has been a member of the Board of Directors for one year. The sole exception to this rule will be for the initial Board of Directors.

Directors shall receive no compensation for their services, except for free membership to the *BCMC* and access to all classes conducted by the *BCMC*. Disbursements of funds to Directors may only be allowed by resolution of the Board of Directors for reimbursement for any necessary out-of-pocket expenses incurred on behalf of the Corporation. A Director shall not be precluded from serving the Corporation in any other capacity, other than as a staff member, provided that a full disclosure of the nature of such service and the compensation thereof, if any, is filed with the Secretary of the Corporation.

Officers shall receive no compensation for their services as Officers of the Corporation as such; provided, however, that any Officer may, if authorized by the Board of Directors, be reimbursed for necessary expenses.

Term Limits

The term of office for all Directors shall be for three (3) years. A Director may be elected for no more than two consecutive full terms of three (3) years each, thereby establishing a two-term limit for the Board of Directors. Anyone serving a partial term may run for two (2) consecutive three (3) year terms after the expiration of the partial term. A Director may run for another two terms after leaving the Board.

Other Activities

Board members may volunteer to serve and/or chair standing committees and special projects. Board members are also members of BMC (free membership) and can partake in BMC member activities (producing a show, crewing for a show, volunteering to help on special projects, enroll in BMC sponsored training, etc).