



Application for the Board of Directors

406 West High Street, Potosi, MO 63664

573.436.0540 • www.ozarktrail.com

Please return to volunteer@ozarktrail.com with subject line "Board Application"

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Preferred email for OTA correspondence: _____

How many OTA events have you participated in within the past year? _____

How many years have you been a member of the OTA? _____

Please briefly describe why you would like to serve OTA as a Director: _____

The OTA accomplishes its mission through the work of committees. Each board director is required to serve on at least one committee. Which committee(s) would you be interested in?

- Construction & Maintenance - *Schedules and manages construction and maintenance events. Recommends specific projects and maintains tools and equipment.*
- Education & Outreach - *Sets up booths and displays at area events to engage the public. Occasionally holds workshops to spread awareness and share information about the OT and the OTA.*
- Trail Planning & Development - *Recommends current trail projects and develops longer-range plans that address future projects and identifies funding for them.*

Finance - *Organizes sponsorships, donations and merchandise and researches sources of unrestricted funds. Oversees special events and provides assistance as needed.*

Communications - *Plans and executes all publications, both written and electronic. Responsible for social media and website editing.*

Related experience and/or employment (attach a resume if relevant): _____

Area(s) of expertise/contribution you feel you can offer: _____

Other volunteer commitments: _____

Each board director is required to volunteer or participate annually in one or more activities. Which of the following interest you?

- Trail Construction & Maintenance
- Fundraising Event Support (OT Hike & Float Challenge, Devil's Toll Race, 3-Legged Monster Team Relay Adventure Race, One-Eyed Dog Mtn Bike Race, Trivia Night)
- Organizational strengthening through member recruitment or generation of funds
- Silent Auction and/or Raffle Donations
- Direct Mail or Telephone Appeals

<i>Please type an "X" to indicate your experience level in the following areas.</i>	very experienced	some experience	little or no experience
Strategic planning			
Fundraising			
Board development (recruitment, training, evaluation)			
Program planning and evaluation			
Recruiting, hiring and evaluating personnel			
Financial management and control (budgeting, accounting)			
Communication- public and media relations			
Participation in interagency committees			
Public speaking			
Organizational development			
Information technology			
Writing, journalism			
Special events (planning and implementing)			
Other:			
Other:			
Other:			

For the items you checked as “very experienced” or “some experience”, please provide details here or include any other information regarding your interest in the Ozark Trail Association:

Thank you for your interest in helping the Ozark Trail Association to develop, maintain, preserve, promote and protect the rugged natural beauty of the Ozark Trail.

Ozark Trail Association Board Member Job Description

Purpose: A member of the Board of Directors is responsible for ensuring that the Ozark Trail Association (OTA) fulfills its mission by planning for the future, monitoring operations, and evaluating the organization's performance. A board member must fulfill the fiduciary duties of the board of directors by making corporate decisions that protect the public interest.

Mandatory Expectations of OTA Board Members:

1. Attend in person, or by phone, a minimum of two board meetings per year
2. Maintain membership of the organization
3. Serve on at least one committee
4. Make a personal contribution to the organization, such as at least one below:
 - a. Become a life member
 - b. Recruit 10 memberships
 - c. Donate and/or bid on auction items
 - d. Participate in one or more OTA fundraisers or events annually
 - e. Adopt a section of trail
5. Follow conflict-of-interest and confidentiality policies

Recommended Expectations of OTA Board Members:

1. Be informed about OTA's history, mission, purpose, services, policies, and programs
2. Inform others about OTA and actively work to enhance OTA's public image
3. Suggest nominees to the board who can make significant contributions to the work of the board and to the organization
4. Monitor the implementation of OTA's strategic plan and evaluate its success
5. Assess the board's performance
6. Review agenda and supporting materials prior to board and committee meetings

The Fiduciary Responsibilities of a Nonprofit Board

Nonprofit board directors have three fiduciary responsibilities, and each of them is very important. It's critical for board directors to practice them in word and in deed, and to make sure that their fellow board directors do as well. The three fiduciary responsibilities of all board directors are duty of **CARE** duty of **LOYALTY** duty of **OBEDIENCE**

It's vitally important that all board directors understand how their duties fall into each category of fiduciary duties. Not understanding fiduciary duties — or not being well-informed about them — doesn't relieve board directors from any obligations or liabilities they may face if they fail to fulfill these important duties. Board directors are called fiduciaries because they are legally responsible for managing a nonprofit entity's assets. Fundraising is one of the primary activities of a charitable nonprofit organization. Board directors are responsible for overseeing funds from philanthropists, donors and grant-makers, and making sure that the funds are being used for their intended purpose in financially supporting the organization. Board directors who diligently perform their fiduciary duties responsibly protect the organization's reputation, which also falls into the category of a fiduciary duty.

Defining Fiduciary Duties

Nonprofit board members make many important decisions, such as recruiting and appointing new board directors, hiring and firing managers and other staff members, and monitoring financial reports. All of these duties fall under the duty of care, duty of loyalty or duty of obedience.

Duty of Care

Pay attention to the organization's activities and operations. Board members should be actively participating in board meetings and on committees. They should be actively working with other board directors to advance the organization's mission and goals. They can fulfill their responsibilities by overseeing and monitoring the nonprofit's activities. Board directors should be able to read and understand financial reports and be willing to question expenditures and examine variances. They are also responsible for strategic planning and achieving the nonprofit's short- and long-term goals.

Duty of Loyalty

Put the interests of the organization before personal and professional interests. Board directors must place the interests of the organization ahead of their own interests at all times. Duty of loyalty means publicly disclosing any conflicts of interests and not using board service as a means for personal or commercial gain.

Duty of Obedience

Comply with applicable federal, state, and local laws; adhere to the organization's bylaws; and remain the guardians of the mission. Board directors must make sure that the nonprofit is abiding by all applicable laws and regulations and doesn't engage in illegal or unauthorized activities. The duty of obedience also means that board directors must carry out the organization's mission in accordance with the purpose they stated in getting qualified as a nonprofit organization.

From: <https://www.boardeffect.com/blog/fiduciary-responsibilities-nonprofit-board-directors/>