

OSOYOOS & DISTRICT ARTS COUNCIL (O.D.A.C.)

O.D.A.C is an Umbrella Organization that provides an identity and support to smaller cultural group organizations, guilds and individual members. It orchestrates services, resources and activities which cannot be accomplished independently and works to protect these shared interests. Thereby, O.D.A.C provides a broader sense of community that enables success through shared activities, increases brand/public awareness, and supports and legitimizes the pursuits of its members. O.D.A.C.'s focus includes:

- The individual
- The cultural community (*member groups and committees*)
- The larger community of Osoyoos

Vision

The Osoyoos & District Arts Council is the pivotal agency for arts and culture in Osoyoos.

Mission

The Osoyoos & District Arts Council increases and broadens opportunities to enjoy, participate and be enriched by arts and culture.

Goals:

- Assist with coordinating the work and programs of artists and cultural associations
- Stimulate and encourage the development of cultural projects and activities
- Render service to members
- Act as a clearinghouse for information on cultural programs and activities
- Foster interest and pride in the cultural heritage of the community
- Interpret the work of cultural groups to promote public understanding
- Inform civic authorities about cultural needs
- Be fiscally responsible and sustainable in order to support business, provide funding opportunities and plan for growth regarding infrastructure, programming, and personnel needs.

Slogan

Celebrating Arts & Culture - Enriching Community

BOARD OF DIRECTORS

Value Statement

Arts and Culture are valued and integral to a remarkable quality of life and a balanced community. O.D.A.C. is an influential voice for arts and culture that values:

- Courage and integrity
- A culture of creativity
- Best practices
- Engagement
- Responsible representation
- Collaborative leadership
- Stewardship

The Board will approach its task as a working body with a style that emphasizes strategic proactive leadership that acknowledges and respects the past, manages the present and focuses on the future.

In this spirit, the Board will:

- Direct, control and inspire O.D.A.C. through the careful establishment of the Vision, Mission and Goals;
- Ensure excellence in commitment through consistent attendance, sound decision making and respect for clarified roles;
- Speak in a unanimous voice;
- Be accountable for competent, conscientious and effective accomplishment of its obligations as a body;
- Establish the strategic priorities for O.D.A.C.
- Through the President, monitor and discuss regularly its own process and performance to ensure the continuity of Board improvements and member abilities.

BOARD OF DIRECTORS ROLES AND RESPONSIBILITIES

General Principles

Directors must represent the interest of the Membership. This accountability supersedes any differing loyalty such as that to personal, advocacy or interest groups and membership on other Boards, committees or staffs.

Directors must avoid any conflict of interest with respect to their fiduciary responsibility.

Directors must not attempt to exercise individual authority over the organization.

Directors' interaction with the public, press or other entities must recognize the same restraint of any Director or Directors to speak for the Board.

Board Orientation

- All new Directors to the Board are expected to participate in an orientation program that will address:
- The Mission, Vision, Goals of O.D.A.C.;
- Constitution and Bylaws;
- Long-term plans;
- Board member responsibilities;
- Services and programs;
- Committees – structures and reporting
- Membership categories;
- Financial condition, budget and funding;
- Meeting dates, times and location.

Board Member Responsibilities

While future planning includes moving towards a 'policy governance' board model and hiring office staff such as an Arts Administrator, this board is currently a 'working board.'

Board members are expected to:

- Work on policies that will guide O..D.AC.'S operational decisions, membership growth, planning, budgeting and strategic direction;
- Commit to a minimum of one monthly board meeting and attendance/participation at O.D.A.C. functions and affiliated events;
- Commit to attendance at the Annual General Meeting;
- Perform specific tasks as determined by your role on the board;
- Serve on a Standing or Special Committee of the O.D.A.C. Board;
- Participate in fund development planning and activities;
- Act as an ambassador for O.D.A.C. and advocate for the arts and culture of Osoyoos and District.

Duties of Officers

The President:

- is Chair of the Board and is responsible for supervising the other Directors in the execution of their duties;
- Shall preside at all meetings of the Society and of the Directors;
- Is ex officio a member of all committees established by the Society;
- May name a Director to represent the President at meetings of committees.

The Vice-President:

- Shall carry out the duties of the President during the President's absence.

The Secretary:

- Is responsible for doing or making the necessary arrangements for the following:
 - Conducting the correspondence of the society;
 - Issuing notices of meetings of the society and of the directors;

- Taking minutes of Board meetings and general meetings;
- Maintaining the register of members;
- Keeping the records and documents in accordance with the Act;
- Conducting the correspondence of the Board.
- Filing the annual report of the Society and making any other filings with the registrar under the Act.
- Holding custody of the common Seal of the Society.
- In the absence of the Secretary from a meeting, the Directors shall appoint another person to act as Secretary at the meeting.

The Treasurer:

- Is responsible for doing, or making the necessary arrangements for the following:
 - Receiving and banking monies collected from the members or other sources;
 - Working with all Standing Committee Bookkeepers to provide oversight and guidance in regards to recording and submitting financial statements as required;
 - Keeping accounting records in respect of the Society's financial transactions;
 - Preparing the Society's financial statements;
 - Making the Society's filings respecting taxes;
 - Keeping the financial records, including books of account, necessary to comply with the Societies Act.
- The Treasurer shall render financial statements to the Directors, members and others when required.