



Thank you for your interest in the MacKenzie Art Gallery. Serving as a Board member is one of the most challenging and rewarding of volunteer assignments. While appointment or election to a Board is an honour, Board members have important legal and fiduciary responsibilities that require a commitment of time, skill, and resources. We want you to be well informed about the organization and ensure that you have given your commitment considerable thought before you agree to serve. This recruitment package will provide you with information about the MacKenzie and what your role as a Board member will be.

Mission Statement

The MacKenzie Art Gallery engages people in transformative experiences of the world through art.

History of the MacKenzie

The MacKenzie Art Gallery is the legacy of Norman MacKenzie, K.C. (1869-1936), a prominent Regina lawyer and a pioneer patron of the arts. From 1911 to 1936 he assembled the first art collection of note in Saskatchewan. MacKenzie provided the impetus for the Gallery when, upon his death in 1936, he bequeathed his collection, along with an endowment to the University of Saskatchewan, Regina College. The Norman MacKenzie Art Gallery opened in 1953 as a university-run gallery, and was located at the Regina Campus of the University of Saskatchewan (later the University of Regina). The Gallery quickly developed a national reputation for its leading-edge contemporary exhibitions, and later for its innovative educational and provincial extension programs. In May 1990, the Gallery gained autonomy from the University of Regina and became incorporated as the community-based MacKenzie Art Gallery. With the name and organizational change, the MacKenzie Art Gallery moved into its new and expanded facilities in the T.C. Douglas Building at 3475 Albert Street.

Organizational Structure

The MacKenzie Art Gallery is a non-profit organization incorporated in the Province of Saskatchewan, supported by membership, volunteers, individual donors, and corporate sponsors, and governed by a Board of Trustees. The Board of Trustees appoints the Executive Director who is responsible to the Board for the administrative and artistic direction of the Gallery. The Board meets quarterly, reviewing and addressing issues related to the governance and sustainability of the organization on the basis of its Strategic Plan as a whole, monitoring the performance of the Gallery and the Executive Director.

Role of the Board

The MacKenzie Art Gallery is a non-profit organization incorporated in the Province of Saskatchewan and governed by a Board of Trustees composed of representatives elected from the Gallery's membership and appointees from the University of Regina, the City of Regina, and

the MacKenzie Art Gallery Volunteers. The Board of Trustees appoints the Executive Director who is responsible to the Board for the administrative and artistic direction of the Gallery.

The key responsibilities of the Board of Trustees of the MacKenzie Art Gallery are stewardship, advocacy, organizational success, and Board effectiveness.

Stewardship

The Board serves as the public face of the Gallery and ensures adequate resources and ethical practices by:

- ensuring that the mandate, objectives, vision, and guiding principles of the Gallery are relevant to the communities it serves
- ensuring adequate resources to sustain the future of the gallery
- providing financial oversight to ensure public accountability
- ensuring all applicable acts and regulations are adhered to as well as the bylaws and other policies approved by the Board
- ensuring compliance with legal and regulatory requirements.

Advocacy

The Board promotes the Gallery's value by:

- representing the Gallery positively to the members, elected officials, and the general public
- exposing the Gallery to other audiences
- promoting membership, donor support, and sponsorship for the Gallery. Board members lead by example by being donors within their means.
- promoting Gallery programs, events, and fund raising
- advocating for public funding support for the arts and the Gallery.

Organizational Success

The Board creates a foundation for effective staff work by:

- setting broad direction and defining desired outcomes
- reviewing and endorsing institutional priorities and plans
- monitoring and evaluating achievement of desired outcomes
- choosing an Executive Director, supporting their success, and regularly evaluating the performance of the Executive Director
- establishing bylaws and appropriate Board policies to ensure that the organization maintains legal and ethical practices.

Structure of the Board

The Board consists of:

- 10 Trustees elected members. Each elective trustee shall hold office for a period of two years and is eligible for re-election two times for a maximum consecutive term in office of six years as an elected trustee, provided, however, that an elected trustee who is or is to be nominated to hold the position of vice-president or president of the Board of Trustees is eligible for re-election two times or more, and may have a maximum consecutive term in office in excess of six years as an elected trustee.
- 2 Trustees appointed annually by the University of Regina;
- The President of MacKenzie Gallery Volunteers;
- The immediate Past President of the Gallery.

Board Meetings

The Annual General Meeting is held in June of each year and new Board members are elected at the Annual General Meeting.

The Board holds five regular meetings per year. In addition, the Annual General Meeting is held in June, and a Strategic Retreat is held in August. Dates are determined based on Board member availability and each meeting is approximately three hours in length. The Board governs through policy governance, the policies are contained in the Board Manual.

The Board maintains several standing committees to assist in the governance of the organization. These include an Audit & Finance Committee, Nominating Committee, Governance Committee and Emergency Management Committee. Most of the Board members are also active volunteers and committee members, ensuring a solid understanding of the activities and role of the Gallery in the community, in the province, and nationally. The number of meetings and time commitment to a committee depends on the committee and role on that committee. Most Board members sit on at least one Board committee.

Financial Management

The Gallery develops, manages and monitors five funds: operating, acquisitions, sustaining, Gallery Shop, and capital. The Gallery has been accountable and fiscally responsible in maintaining a balanced operating budget since incorporation in 1990. Management and staff develop all five fund budgets as a team. Budgets and financial statements are monitored monthly by management and the staff responsible for individual programs and services and quarterly by the Audit & Finance Committee and Board of Trustees (each successive review decreases in detail and increases in strategic variance reporting). Increasing resources (financial, organizational, human, and physical) will expand the capacity to respond to perceived challenges and to initiate change, an ongoing challenge to the MacKenzie. While core funding from the Province of Saskatchewan, the University of Regina and the Saskatchewan Arts Board has been stable over the past two decades, there have been no adjustments for inflation and the rising costs of operations, particularly salaries and benefits.

If you have any further questions about the MacKenzie or the Board of the MacKenzie, please contact one of our current Board members or Anthony Kiendl – Executive Director & CEO at 584 – 4250 ext. 4265.

MacKenzie Art Gallery Executive Director

Anthony Kiendl

MacKenzie Art Gallery Board of Trustees

Amanda Baker
Robert Byers
Dr. Tom Chase
Josh MacFadden (Past President)
Shanna McNair
Jacquie Messer-Lepage
Anne Parker

Robert Perry (Chair, Treasurer)
Johanna Salloum (Vice President)
Nathan Schissel
Gerri Ann Siwek
Rae Staseson
Ben Tingley
Dr. Lynn Tomkins

BOARD APPLICATION FORM

Date: _____ Nominator (if any): _____

Name: _____

Email: _____

Address: _____

_____ Phone: _____

Relevant Experience and/or Employment (attach a résumé if relevant)

Why are you interested in the MacKenzie?

Area(s) of expertise/Contribution you feel you can make:

- | | | | |
|--|---|---------------------------------------|--|
| <input type="checkbox"/> Artistic Practice | <input type="checkbox"/> Financial Management | <input type="checkbox"/> Philanthropy | <input type="checkbox"/> Human Resource Management |
| <input type="checkbox"/> Business Skills | <input type="checkbox"/> Government Relations | <input type="checkbox"/> Leadership | |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Strategic Planning | <input type="checkbox"/> Legal | |

The Gallery welcomes applications from individuals with diverse cultural backgrounds.

Please describe:

Previous volunteer commitments

Are you a resident of Saskatchewan? Yes No

Are you at least 18 years of age? Yes No

Are you an undischarged bankrupt? Yes No

Self Identification (optional)

- I am of First Nations heritage I am of Métis heritage I am a visible minority

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For Board Use

___ Nominee has had a personal meeting with the Board President, or other Board member (Date _____)

___ Nominee reviewed by the Nominating Committee. (Date _____)

Action taken by the board _____