



Midtown Phillips Neighborhood Association, Inc (MPNAI) Board of Directors Roles & Responsibilities

Are you interested in civic engagement and getting involved at the neighborhood level? Are you interested in working alongside your Midtown neighbors to make our neighborhood and MPNAI thrive? We are seeking neighbors who are energetic, committed, and passionate about building their leadership to run for election to the Midtown Phillips Board of Directors.

About MPNAI

MPNAI works to support and promote the common good and welfare of the Kingfield neighborhood. The MPNAI Board demonstrates and encourages neighborhood leadership, provides a forum for community participation, and a structure to promote the vision and aspiration of our neighborhood.

MPNAI Board Meetings are typically held every 2nd Tuesday of the month from 5:30pm-7pm.

About the Board of Directors

The MPNAI Board of Directors provides fiduciary oversight, mission-based leadership, strategic governance, and advice to the Executive Coordinator who manages day-to-day operations.

The Board of Directors is made up of people who live or work in the neighborhood, or are owners of businesses or property in Midtown Phillips. There are 11 voting seats on the board.


The average monthly commitment is 5 hours per month—which includes monthly board meetings, community meetings, committee and events participation.

This is an exciting time to join MPNAI! In 2023, we plan to embark on a strategic planning process to guide our future vision and mission.

Board of Directors strive to deliver:

Leadership

- Focus on organizational strategic priorities and dedicate resources to achieve goals
- Represent MPNAI to constituents; act as an ambassador for their district and the neighborhood of Midtown Phillips.
- Facilitate conversations with neighbors and create public and small-group opportunities for them to practice various leadership roles

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- Propose, design, organize, and lead new neighborhood events and initiatives that further MPNAI's organizational goals

Participation

- Board of Directors are required to participate in the following:
 - Orientation for New Board of Directors
 - Monthly Board Meetings: Every 2nd Tuesday of the month from 5:30pm-7pm via Zoom
 - Work group, event planning and/or committee participation
 - Volunteer at MPNAI events, to include: Clean Sweep and Open Streets
 - Other neighborhood duties, as needed (volunteering at events, writing newsletter content, moving office and event supplies, etc.)
- Take part in the oversight of management and operations of the organization
- Prepare in advance and attend meetings of the board; ask questions, exercise independent judgment, and request information to take responsibility for making decisions on issues, policies and other board matters
- Participate in recruiting board members to meet the goals and objectives of the organization
- Have fun getting to know your neighbors and making Midtown Phillips a welcoming community!

Planning & Committees

- Help set long-term and short-term goals for the organization that align with the mission and vision of the organization in partnership with the Executive Coordinator
- Be familiar with and follow MPNAI's governing documents, which include the articles of organization and bylaws.

Finance & Fundraising


- Oversee the finances of MPNAI, review financial documents, evaluate financial policies, and approve budgets
- Actively participate in fundraising efforts

Board Terms

Board of Directors are typically elected for a two-year. The incoming Directors elected at the 2023 June Community Meeting will serve until the 2025 Annual Meeting. The annual meeting typically takes place in February of each year.

Diversity & Inclusion

MPNAI is committed to being an equitable and inclusive organization that reflects the diversity and many identities in our neighborhood. We are stronger as an organization when we have a broad vision that includes diverse voices, ways of knowing, and ways



of doing. We are committed to acting to realize this vision. MPNAI specifically seeks to foster the leadership and participation of people who live in our neighborhood. This includes people who rent, people who identify as BIPOC (Black, Indigenous, People of Color), LGBTQ+, youth, and seniors.

How to Run for Election to the Board of Directors

June 4 at 1pm: Attend the June Community Meeting at Stewart Park to introduce yourself as a candidate.

Contact MPNAI before June 4: let us know you are interested in running for a position info@midtownphillips.org. Please include your name, address, and a short reason for your interest in running for the board.

Neighborhood voting will begin at the Community Meeting on June 4. Election results will be posted by the end of June.

Interested in learning more?

Review board meeting minutes, bylaws, policies, and more at: midtownphillips.org.