



## Board Application

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) \_\_\_\_\_

Email: \_\_\_\_\_

Are you a current Richfield Historical Society member? Yes \_\_\_\_\_ No \_\_\_\_\_

\*Please note that Board Members must be members of the Richfield Historical Society. Anyone may join. Dues start at \$25.00 annually, details can be found at our website: [www.richfieldhistory.org](http://www.richfieldhistory.org)

Please indicate which of the following areas fit your abilities or are interested in (check all that apply):

- |  |  |
|--|--|
| <input type="checkbox"/> Public Speaking, presenting | <input type="checkbox"/> Marketing, public relations |
| <input type="checkbox"/> Collections management      | <input type="checkbox"/> Human Resources             |
| <input type="checkbox"/> Historical Research         | <input type="checkbox"/> Event Planning              |
| <input type="checkbox"/> Developing Exhibits         | <input type="checkbox"/> Fundraising                 |
| <input type="checkbox"/> Accounting/Finance          | <input type="checkbox"/> Grant Writing               |
| <input type="checkbox"/> Volunteer Coordination      | <input type="checkbox"/> Educational Programs        |

What best describes your qualities? (please mark all that apply):

\_\_\_\_\_ Visionary thinker \_\_\_\_\_ Critical Thinker \_\_\_\_\_ Connector \_\_\_\_\_ Leader

Please indicate positions you are interested in:

- |                               |               |
|-------------------------------|---------------|
| _____ Assistant Treasurer     | Term, 2 years |
| _____ Exhibits Director       | Term, 2 years |
| _____ Fundraising Director    | Term, 2 years |
| _____ Special Events Director | Term, 2 years |
| _____ Volunteer Coordinator   | Term, 2 years |
| _____ Board Trustee           | Term, 2 years |



## Board Application

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**Mission:** The Richfield Historical Society's mission is: to acquire, document and preserve the unique story of Richfield, Minnesota. In addition, our mission is to inspire a sense of place and history through the details of our past.

**About RHS:** The Richfield Historical Society is a 501(c)3 nonprofit organization that formed in 1967 to preserve the Riley Bartholomew House. Since then, we have expanded our goals to collection, preserve and share the history of Richfield, Minnesota. We operate at our History Center, Library and Bartholomew House museum located at 6901 Lyndale Ave. South. The Society currently has the following staff members: Executive Director (20 hours/week).

### Expectations for Board Service:

1. Time
  - a. Attend Monthly Board meetings
    - i. Meetings occur the Third Monday of the month at 7pm.
  - b. Attend Special Events
  - c. Chair at least one active committee
2. Support
  - a. Maintain an active membership
  - b. Make additional gift according to personal ability
  - c. Seek additional members and solicit financial donations
  - d. Speak positively of the Society, its goals and accomplishments
3. Obligations
  - a. Fully understand and support the mission of the organization
  - b. Maintain a good reputation of the Society
  - c. Be committed to professional standard in all aspects of operations
  - d. Develop and monitor short and long-range planning and goals.

### Application Procedure:

Please submit the attached application, and resume to:

Richfield Historical Society  
6901 Lyndale Ave. South  
Richfield, MN 55423

Or email your application to:

[richfieldhistory@gmail.com](mailto:richfieldhistory@gmail.com)

Positions are generally two year terms. If you have any questions, please contact RHS Executive Director, Alyssa Swanson at 612-798-6140 or email at [richfieldhistory@gmail.com](mailto:richfieldhistory@gmail.com). Thank you for your interest in the Richfield Historical Society.