

Oklahoma Arts Institute
OAI Board of Directors & OAI Foundation Board of Directors

The Oklahoma Arts Institute (OAI) invites individuals passionate about arts education and advocacy to join one of our Boards of Directors. We are looking for committed community leaders to help guide our organization in fulfilling its mission to provide exceptional multidisciplinary arts education to high school students and adult artists and educators in Oklahoma.

Since its founding in 1977, the Oklahoma Arts Institute has empowered students, artists, and teachers from across the state with unique opportunities for artistic growth and professional development. Each year, we host the Oklahoma Summer Arts Institute, a two-week academy offering world class instruction in the visual, literary, and performing arts to high school students. Additionally, our Oklahoma Fall Arts Institute provides continuing education for adult artists and educators, strengthening Oklahoma's arts landscape and inspiring students to achieve their creative potential.

OAI Board of Directors

This is the Oklahoma Arts Institute's operational board that oversees programs and daily operations of the organization.

Director Responsibilities:

- 1) Support in sharing the mission, values and vision of OAI to provide high quality arts education to Oklahoma's youth and educators, as well as advocate for OAI within the community to raise awareness and promote its programs.
- 2) Attend quarterly board meetings in person or virtually, collaborating on long-term vision and strategic goals.
- 3) Contribute to OAI's financial health by actively participating in fundraising efforts while serving as ambassadors for OAI, raising awareness and building relationships within the community.
- 4) Encourage fiscal responsibility by reviewing, approving, and monitoring OAI financial reports and annual budget.
- 5) Support the executive team and participate in evaluations to uphold the highest standard of performance.
- 6) Assist OAI in its advocacy efforts to secure state funding and legislative support through the State Department of Education, the Oklahoma Arts Council, the Department of Tourism and the State Board of Regents for Higher Education.
- 7) Host and/or attend special fundraising events and visit Quartz Mountain.

OAI Foundation Board of Directors

The Oklahoma Arts Institute Foundation is a supporting organization [509(a)(3)] of the Oklahoma Arts Institute and plays a crucial role in strengthening the financial health and sustainability of OAI, ensuring that our programs can continue to provide transformational arts education to Oklahomans for years to come.

The OAI Foundation Board exists to safeguard and grow the financial assets that support the Oklahoma Arts Institute. Members of this board work collaboratively to ensure that OAI has the resources needed to perform its critical work in arts education in Oklahoma.

Director Responsibilities:

- 1) Guide the Foundation's investment strategy, ensuring prudent management of assets to sustain and grow OAI's programs.
- 2) Develop and execute strategies to grow the endowment through planned giving, major gifts, and long-term fundraising initiatives.
- 3) Monitor and safeguard the financial health of the Foundation.
- 4) Support OAI's development efforts by engaging potential donors, building relationships within the philanthropic community, and advocating for our mission.
- 5) Ensure the Foundation adheres to all relevant regulations, policies, and ethical standards, upholding transparency and accountability.
- 6) Help build and strengthen relationships with individuals, corporations, and foundations that share a commitment to arts education.
- 7) Attend the annual board meeting and any committee meetings you are assigned to. RSVP for every meeting, whether or not you are able to attend. The annual board meeting typically takes place at the beginning of December.
- 8) Contribute a minimum of \$250 annually to the Foundation's operating budget. (This contribution amount may increase to a minimum of \$500 in 2025, pending a board decision in December.)

Board structure: The Boards of the Oklahoma Arts Institute and Oklahoma Arts Institute Foundation include several standing committees to guide OAI's work in greater detail, as well as opportunities for board members to engage in specific projects.

- **Executive Committee** (Chair, Chair-Elect, Treasurer, Secretary): provides regular guidance to OAI's Executive Director and Trustees and leads board engagement
- **Finance Committee** (Treasurer and other directors): provides regular review of OAI's finances, advises on the annual budget and audit, and reports on finances to the full board
- **Investment Committee** (Committee Chair, other directors, and outside committee members): provides regular review of the OAI Foundation's endowment and holdings, advises on the annual distribution to OAI, and reports on finances to the full board
- **New! 50th Anniversary Ad Hoc Committee** (Committee Chair, other directors, and outside committee members): provides guidance on special projects and events surrounding the upcoming celebration of the 50th Anniversary of the Oklahoma Arts Institute

Nomination Process: If you or someone you know would make a strong addition to the Oklahoma Arts Institute's Boards of Directors, please submit a nomination. Nominations should include:

- Nominee's Name and Contact Information
- Professional Background
- Why They Would Be a Good Fit
- Any Relevant Experience in the Arts, Education, or Community Leadership

Nominations for both Boards of Directors are due by November 22, 2024. Please follow this link to complete your submission. <https://oaiquartz.wufoo.com/forms/zakf49m10z5ozp/>