

## **SAGA IS READY FOR NEW BOARD MEMBERS:**

- SAGA is an engaged team of community-oriented volunteers who plan arts supporting activities and fund raising for the Surrey Art Gallery.
- Be part of this dynamic, well established and respected art organization by volunteering as an essential contributor to your local artist community.
- Monthly board meetings occur between Sep to June (on the 3<sup>rd</sup> Tuesday of each month 7 – 9pm).
- Most roles require a commitment of 4 – 6 hours a month of volunteer time.
- This year's Annual General Meeting occurs on June 19<sup>th</sup> 7 – 9pm at the Surrey Art Gallery.
- If you wish to be nominated, please send an email with the position(s) desired to [jannette@maedel.ca](mailto:jannette@maedel.ca)

## **Nominations are open for the following SAGA positions:**

### **1) President:**

- The SAGA President leads and facilitates board meetings ensuring participation by all, supports the grants application process, and develops a public image for SAGA.

### **2) Vice-President:**

- The Vice-President supports the SAGA President and fulfills on any aspect of the role that is needed in the President's absence.

### **3) Art Rental Coordinators:**

- The Art Rental Coordinator is a shared role between two people who manage SAGA's art rental program.
- Collaborating as partners, the Art Rental Coordinators will jury and curate artworks for the art rental gallery, facilitate art exchanges, and produce marketing to create a robust art rental program.

### **4) Membership Secretary:**

- The Membership Secretary updates the membership directory, communicates benefits and renewals to members, and prepares membership reports.

### **5) Recording Secretary:**

- The Secretary records and handles board meeting minutes and director's directory, submits Societies Act reports annually, and supports the President where needed.

### **6) Treasurer:**

- Manages cheque deposit and issues for SAGA Expenses that have been approved by the board.
- Prepares and communicates all financial reporting and assists with tax filings and audits when required.

### **7) Webmaster:**

- The Webmaster manages SAGA's website and Facebook page.
- Updates SAGABC.com website with upcoming events, gift shop and art rental news, and other SAGA communications.

### **8) Artist Talks Coordinator:**

- The Artist Talks Coordinator seeks out and prepares interesting speakers, delivers marketing communications, and plans and executes SAGA's Artist Talk events once a month.