

*Meaningful Art Experiences for All*

**MAEA Consent to Serve Form**

Council Member Responsibilities:

1. Read and be familiar with the MAEA Constitution, Bylaws and Policies. Keep a copy of these documents in a binder and bring them to the council meetings. Policies are often updated.  Know where to find the updated policy document on the MAEA web site.
2. Fulfill the expectations of your position and keep your job description up to date.
3. Attend Summer, Fall, and Spring Council meetings. The Executive committee and Conference committee members attend the Winter meetings. Make yourself aware of the reimbursement policy for hotel rooms.
4. Be prepared for Council meetings:
   1. Organize your council business report around 3 important goals/accomplishments of the position held;
   2. email that report to the president one week before the council meeting,
   3. bring a copy of the report and the council agenda to the council meeting
   4. be prepared to present your business report to the council
5. Write an article for Show Me Art
6. Present at one conference per year
7. Nominate worthy candidates for an MAEA award
8. Set personal goals to recruit and maintain members for MAEA
9. Disseminate pertinent information and data concerning Missouri art educators.
10. Transfer appropriate information and materials to the incoming council member at the completion of your Council term.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_Telephone: (H) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone: (C)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone: (W)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Term:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have read and understand my responsibilities as an MAEA Council Member and I agree to serve as outlined.

x \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of MAEA member/Date