

CALL FOR CANDIDATES APPLICATION

Please complete the application in its entirety and submit it no later than Tuesday, May 21, 2024 by 3:00 PM. Applications can be submitted electronically via email to: HeartOfTomballAlliance@gmail.com. Ballots will be posted on HeartofTomballAlliance.com by May 22, 2024, with further instructions. Ballots may be submitted via email between May 22 - 24, 2024. All ballots must be submitted no later than 5:00pm on May 24, 2024. The results will be posted on May 28, 2024 at 5:00pm.

Heart of Tomball Alliance

Full Name: Matthew McEntire

Company: The Gilded Garden Title: Owner

Business Address: 301 S Cherry St, Tomball TX

Mailing Address: 20902 Magical Merlin Way, Tomball TX 77375

E-Mail: TheGildedGardens@gmail.com

Website: https://www.thegildedgardens.com/

Social Media Outlets: https://www.instagram.com/the_gilded_gardens/

Do you own a brick & mortar in Old Town Tomball? Yes

How long have you owned your business? 1 year

Which of your skills would you like to offer to the board? Check those that apply:

- | | | |
|--|--|---|
| <input type="checkbox"/> Marketing Coordinator | <input checked="" type="checkbox"/> Community Liaison | <input checked="" type="checkbox"/> Event Coordinator |
| <input type="checkbox"/> Financial Liaison | <input checked="" type="checkbox"/> Membership Liaison | <input checked="" type="checkbox"/> Coordinating Supplies |
| <input type="checkbox"/> Fundraising | <input checked="" type="checkbox"/> Tourism Liaison | <input type="checkbox"/> |

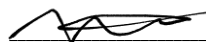
Briefly describe why you would like to serve on the board I want to be involved in my community and foster growth in Tomball sma

Other skill(s) that you could offer?

If you are voted in, do you agree to provide an estimated 8 hours per month? Yes No

How many years are you willing to serve? 1 years 2 years 3 years

If you are not selected as a member of the Board, or decide not to join, would you like to volunteer to assist the organization? Yes



Signature

2024-05-20


Date

BOARD MEMBER JOB DESCRIPTION

Heart of Tomball Alliance

Each individual board member agrees to:

- Know the organization's mission, policies, programs, and needs as well as understand its collective purpose.
- Faithfully read and understand the organization's financial statements and board materials in advance of meetings.
- Serve as active advocates and ambassadors for the organization.
- Fully engage in identifying and securing the financial resources and partnerships necessary for the organization to advance its mission.
- Leverage connections, networks, and resources to help develop collective action toward the organization's mission.
- Give a meaningful financial donation.
- Help identify personal connections that can benefit the organization's fundraising and reputational standing, and influence public policy.
- Prepare for, attend, and conscientiously participate in board meetings in accordance with bylaws.
- Participate fully in one or more committees or task forces.
- Engage in learning opportunities to better understand the community we serve.
- Respect the experiences of all who bring their voices and lived experiences into the boardroom and the organization.
- Show Support & Respect toward all fellow board members.
- Currently have an operating business within the Old Town Tomball geographic parameters as defined by Epps Street to the North, James Street to the South, Willow Street to the East, and Baker Street to the West.
- Be a member of good standing and character in our community.



Signature

2024-05-20

Date

BOARD MEMBER ACCOUNTABILITY AGREEMENT

Heart of Tomball Alliance

Matthew McEntire

- I, _____, understand and subscribe that I will be required to fulfil both the job description and following obligations to the Heart of Tomball Alliance during my tenure as a 2024 board member, should I be elected.
- I agree to attend each board meeting.
- I agree to aid the success of the Heart of Tomball Alliance with both my financial and fundraising support.
- I agree to attend Heart of Tomball Alliance educational sessions as they arise.
- I agree to attend and be an active participant in the Annual Board Retreat (Training and Strategic Planning) once scheduled and posted to the calendar.
- I agree to learn the dynamics of operating a nonprofit, its national/state/local expectations, the functions of a highly effective nonprofit organization, and how to best serve our stakeholders.
- I agree to attend the Annual Meeting/Luncheon/Dinner once scheduled and posted to the calendar.
- I agree to participate in the development of & surveying for the Heart of Tomball Alliance.
- I agree to attend events related to the promotion of the organization.
- I agree to perform my duties in a prudent & diligent manner.
- I understand that I am required to serve on at least one of the Heart of Tomball Alliance's active committees.
- I agree to promote the Heart of Tomball Alliance, the services we provide, its beneficiaries, its volunteers, and its benefits in both public and private conversations.
- I agree to refrain from acting as a spokesperson for the entire board or posting any and all information entrusted to me on any social media platforms as myself, my business, or my employees.
- I agree to hold confidential information entrusted to me regarding member issues, prospective investors, or potential stakeholders. I understand the reputation of Heart of Tomball Alliance relies on my ability to protect sensitive and confidential information with integrity. This includes refraining from sharing such details on public forums.
- I understand per the nonprofit by-laws that if I am absent for three consecutive board meetings during the calendar year, I will automatically forfeit my seat on the Board of Directors (unless confined by illness or otherwise decreed by a majority vote by those at any meeting thereof).



Signature

2024-05-20

Date

This agreement is subject to renewal each year of my tenure as a member of the:

Heart of Tomball Alliance

BOARD MEMBER CODE OF ETHICS

Heart of Tomball Alliance

The following Code of Ethics has been adopted by the board to serve as the standard of expectations for all its members:

- We, as both Business Professionals and Board Members, dedicate ourselves to the mission and vision of our organization.
- Fully understand that our primary responsibility is to serve the best interests of our Community.
- Accept that our innate duty is to conduct ourselves with professionalism, competence, fairness, impartiality, and efficacy.
- Respect the structure and responsibilities of the board as it works to facilitate wise policy-making decisions, then support those decisions through implementation.
- Keep our community well informed about issues that impact them.
- Conduct ourselves with positivity, creativity, dedication, compassion, and efficiency.
- Serve others with respect, transparency, concern, and kindness as we carry out our mission.
- Build confidence and trust in our community through strong leadership, integrity, and honesty.
- Protect privileged information to the highest degree.
- Encourage personal and professional excellence by example.
- Vote with conviction, but speak up when necessary to hold each other accountable.
- Work with others in a spirit of cooperation and collaboration.
- Refrain from actions that might prove to be an embarrassment to others or the organization and resign peacefully if such actions develop.
- Make judgments and decisions based on what is best for the whole.
- Support fundraising efforts both by donating and fundraising.
- Operate with a spirit of open-mindedness, diversity, inclusion and kindness.



Signature

2024-05-20

Date

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