

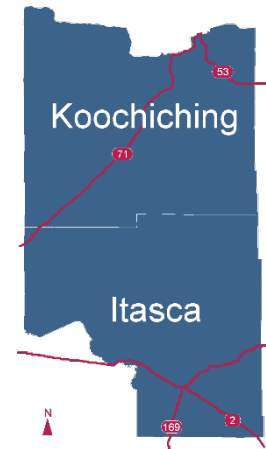
KOOTASCA Community Action, Inc.

Board of Directors Membership Application Packet

About KOOTASCA

KOOTASCA is a private 501(c)(3) non-profit organization founded by local citizens in 1965 to address the root causes and conditions of poverty in our communities.

KOOTASCA's name is derived from the names of the counties it serves; Koochiching and Itasca.



Through comprehensive crisis support, anti-poverty services, and partner referral we help people to help themselves make meaningful change in their lives and journey out of poverty.

Mission

Knowing that effective advocacy and change are developed within the community, our mission **“Building Community to End**

Poverty” is a collaborative effort to change attitudes and mindsets about poverty, to change the systems that affect people in poverty, and to engage all community members in creating a community that provides opportunities for everyone.



Promise

Community Action changes people's lives, embodies the spirit of hope, improves communities and makes America a better place to live.

We care about the entire community and we are dedicated to helping people help themselves and each other.

Programming

The Agency has 3 main departments: Education, Housing, & Community Engagement. Within these departments, we offer a variety of programs and services to help individuals and families through crisis situations and to attain their goals.

Examples of programs offered include Head Start, Energy Assistance, Home Weatherization, Circles of Support, Big View Community Education, Homeless Prevention Services, Transitional Housing, Homebuyer Education & Ownership, and most recently low-income Housing Development.



Agency Governance

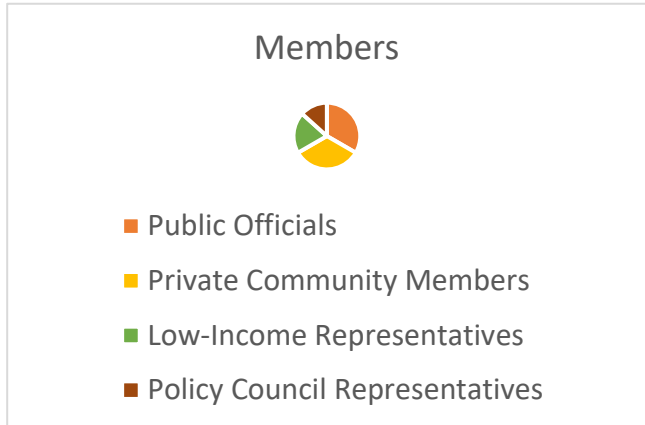
KOOTASCA is [led by the community it serves](#) and empowers the poor to determine the needs and solutions for our communities.

KOOTASCA Board of Directors

KOOTASCA is led by a passionate group of Board members. They live and work in Itasca and Koochiching Counties, are committed to serving the best interests of the community, and provide core leadership and strategic direction.

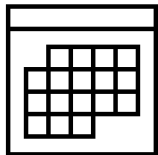
The KOOTASCA Board has 15 members; 8 from Itasca County and 7 from Koochiching County. As a [Community Action Agency](#), KOOTASCA

Community Action is governed by a tripartite board system that is composed of 1/3 representation from low-income individuals, 1/3 representation from elected officials holding public office, and 1/3 representation from the private sector.



Board Meetings

The KOOTASCA board meets on the 4th Thursday of each month from 10- 11:30am. (No meetings held in July or December!) Members participate from either their nearest county office (Grand Rapids or Int'l Falls) or virtually. Members are reimbursed for mileage and any childcare expenses incurred while attending board business. Low-Income Representatives are eligible for a connectivity stipend to help offset costs of internet fees each month they attend.



Membership Responsibilities & Expectations

- Evaluate the organization's alignment and progress towards goals
- Oversee institutional policies
- Ensure fiscal responsibility and accountability
- Plan for the organization's future
- Ensure the organization has adequate resources
- Support the Executive Director
- Participate and support the work of the board
- Regularly attend Board meetings
- Review materials ahead of time
- Participate in Discussions; Ask Questions; Vote

KOOTASCA Community Action, Inc. Board of Directors Membership Application

This application will be kept confidential and on file at KOOTASCA Community Action, Inc.
Applications are used by the Board to identify and evaluate potential board candidates. All new directors are seated by a majority vote of current board members.

Personal Information

Last Name:		First Name:		MI:	
Preferred Name(s):			Previous Names:		
Preferred Pronouns:	<input type="checkbox"/> She/Her/Hers <input type="checkbox"/> He/Him/His <input type="checkbox"/> They/Them/Theirs <input type="checkbox"/> Ze/Zir/Zirs <input type="checkbox"/> Prefer not to say				
Home Address:					
Mailing Address:					
City:		State:	Zip:	County:	
Phone Number:					
E-mail Address:					
Occupation:					
Are you related to any current Board Members?		<input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, who:					
Are you related to any current Staff Members?		<input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, who:					
Are you affiliated with any business(es)?		<input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, who:					
Member Seat Applying For:		<input type="checkbox"/> Public Representative <input type="checkbox"/> Private Representative <input type="checkbox"/> Low-Income Representative			

Experience

Please list other boards you have served on, and any roles held:

What charitable or community activities have you been part of?

Please select the expertise, skills, and/or qualities you would bring to the Board:

- | | |
|------------------------------------------------------------------------------|----------------------------------------------------------------|
| <input type="checkbox"/> Advocacy/Policy | <input type="checkbox"/> Human Resources |
| <input type="checkbox"/> Business Analysis/Strategic Planning | <input type="checkbox"/> Influencing/Negotiations |
| <input type="checkbox"/> Education/ Early Childhood | <input type="checkbox"/> Leadership/Executing |
| <input type="checkbox"/> Critical Thinking | <input type="checkbox"/> Legal |
| <input type="checkbox"/> Connections (Business, Non-Profit, Gov., Political) | <input type="checkbox"/> Mental Health |
| <input type="checkbox"/> Diversity/ Equity/ Inclusion | <input type="checkbox"/> Marketing/Social Media/Communications |
| <input type="checkbox"/> Facilities Management | <input type="checkbox"/> Nonprofit Management |
| <input type="checkbox"/> Finance/Fiscal | <input type="checkbox"/> Poverty/ Mission Specific Expertise |
| <input type="checkbox"/> Fundraising/Giving Campaigns | <input type="checkbox"/> Relationship Building |
| <input type="checkbox"/> Governance | <input type="checkbox"/> Social Enterprise/Entrepreneurship |
| <input type="checkbox"/> Housing/Housing Development | <input type="checkbox"/> Strategic Thinking |
| | <input type="checkbox"/> Technology |

In one or two sentences, why are you interested in joining a nonprofit board?

References:

Name & Relationship

Phone & E-mail

Name & Relationship

Phone & E-mail

Demographics:

Please identify yourself, if comfortable. KOOTASCA uses this information to gauge its effectiveness in recruiting a diverse group of volunteers that best reflect our communities.

Race/Ethnicity:

- American Indian or Alaskan Native
- Asian
- Black or African American
- Hispanic or Latino
- Native Hawaiian or Other Pacific Islander
- White
- Two or More Races
- I do not wish to self-identify.

Age:

- 18-25
- 26-40
- 41-50
- 51-65
- Over 65
- I don't wish to answer

Sex/Gender:

- Male
- Female
- Non-Binary/ X
- LGBTQIA+
- I don't wish to answer

Disability Status:

- Current or a history/record of disability
- No current or history/record of a disability
- I don't wish to answer

Poverty

- Currently living in Poverty
- Previous experience living in Poverty
- Working with people living in poverty
- No Experience with poverty

Certifications:

Members stay connected to KOOTASCA through meeting attendance, committee work, events, e-mail, and other communications. Are you willing to give time, energy and resources (within your means) to support the mission of KOOTASCA?

Yes No

Could you attend regularly attend meetings?

Yes No

Are you willing to complete a required background check?

Yes No

Do you have any conflicts of interest that would keep you from serving on the board?

Yes No

Are you presently, or in the past three (3) years, have you been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency? Have you had a financial felony on your record within the last ten years?

Yes No

Have you been convicted of or had a civil judgment rendered against you for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, for violation of federal or state antitrust statues for commission of embezzlement, theft,

Yes No

<p>forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property?</p>	
<p>Are you presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses above?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>Have you had any public transactions (federal, state, and local) terminated for cause of default during the three years prior to this application?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>I certify that the facts contained in this application (and accompanying documents, if any) are true and complete. I authorize investigation of all statements contained in this application as may be necessary in arriving at an affiliation decision. I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to KOOTASCA Community Action, Inc. I release KOOTASCA Community Action, Inc., any former employers and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.</p> <p>I understand and agree that nothing contained in this application or conveyed during any interview, is intended to create a contract. I understand that the Agency and it's Board may terminate the relationship at any time with or without cause.</p> <p>I understand I will be required to submit to a background check as a condition of affiliation. I understand any offer of affiliation is not final until receipt of the results of the criminal background check and the results are acceptable to KOOTASCA Community Action, Inc. A refusal to cooperate with, any attempt to affect the results of, or unacceptable results of the check will result in withdrawal of any offer or termination of affiliation.</p> <p>I understand that false or misleading statements, omissions or misrepresentation on my application or interview(s) is sufficient cause for separation, no matter when discovered. I understand also, that I am required to abide by all rules, policies and procedures of the Agency. KOOTASCA Community Action, Inc. retains the right to revise our policies or procedures, in whole or in part, at any time.</p>	
<p>Signature:</p>	<p>Date:</p>
<p>Return To:</p>	
<p>Mail: KOOTASCA Community Action, Inc. 201 NW 4th St; Suite 130 Grand Rapids, MN 55744</p>	<p>Fax: 218.999.0841 E-mail: Martac@kootasca.org</p>