

## GOAL IX – Operate at the Highest Standards

### OBJECTIVE 1: Understand and operate according to the “best practices” of the museum and non-profit field

TIMELINE	STRATEGIES
	<ul style="list-style-type: none"> <li>Secure accreditation and maintain good standing with the American Association of Museums (AAM). <b>Assigned: MNA Director, MNA Board of Trustees Programs Committee, MNA Staff</b> <b>Est. Cost:</b></li> </ul>
Summer 2006	STEP 1: Complete AAM Self Study Questionnaire, esp. Attachment #4, Institutional Plan.
5 August 2006	STEP 2: Present final Questionnaire and all new attachments (e.g. plans, policies) to Board for approval.
26 September 2006	STEP 3: Submit Self Study Questionnaire to AAM.
Fall/Winter 2006	STEP 4: Await AAM approval, or direction for edits/additions to the Self Study Questionnaire.
Winter/Spring 2007	STEP 5: Prepare for AAM site visit, or complete edits/additions and resubmit.
September 2007	STEP 6: Receive AAM Accreditation.
Ongoing	STEP 7: MNA Director and at least one Board representative attend annual AAM meetings.
Ongoing	STEP 8: If questions about policy and Board practices arise, consult AAM guidelines and recommendations from other non-profit organizations.
Ongoing	STEP 9: Involve the MNA membership in major decisions.
	<ul style="list-style-type: none"> <li>Ensure effective governance through board orientation, training and recruitment. <b>Assigned: MNA Director, MNA Board of Trustees Board Governance Committee</b> <b>Est. Cost:</b></li> </ul>
Ongoing	STEP 1: Review and revise, as needed, existing documents (articles of incorporation, bylaws, policies and guidelines) to keep current with non-profit and museum best practices.
July, Annually	STEP 2: Conduct board orientations for new board members, covering existing documents as well as current status and programs of MNA.
<i>Every 3 months???</i>	STEP 3: Conduct ongoing training for existing board members throughout the year.
Ongoing	STEP 4: Recruit new board members, striving to assemble a balanced and diverse group of individuals that will help further the mission of MNA.
	<ul style="list-style-type: none"> <li>Adhere to MNA’s Mission. <b>Assigned: MNA Director, MNA Board of Trustees, staff and volunteers</b> <b>Est. Cost:</b></li> </ul>
Ongoing	STEP 1: Ensure that acknowledgement of the full mission statement proceeds discussion at every meeting of the Board, staff, volunteers, and members.
Ongoing	STEP 2: Post the full mission statement at various places in museum buildings.
Once every three years, at minimum	STEP 3: Review the mission statement.