



BIG SKY COMMUNITY CORPORATION COMMITTEE CHARTER

COMMITTEE NAME Historic Crail Ranch (The Committee and those supporting Historic Crail Ranch shall be referred to as Conservators.)

Date Created: September 15, 2006 assumed business name filed with MT Secretary of State; resolution creating committee:

Date(s) Charter Revised:

Standing Committee X , Committee _____, *Ad Hoc* Committee _____

MISSION STATEMENT

The mission of The Historic Crail Ranch Committee is to promote an awareness and appreciation for the Crail Ranch and to preserve and maintain it as a heritage property of the Big Sky community, Gallatin County, the State of Montana, and the American West. Through the leadership and vision of the Historic Crail Ranch Conservators, the ranch and artifacts will be preserved as close as possible in their historic state of the early 1900s, when the ranch was the center of an active homestead in the Gallatin Canyon Basin.

DESCRIPTION OF GOALS, FUNCTIONS AND RESPONSIBILITIES

GOALS and FUNCTIONS-

- To preserve and maintain period and location-specific artifacts and buildings of the Historic Crail Ranch.
 - Assemble and maintain a collection of artifacts, historic photographs, oral histories, and documents pertaining to the Crail Ranch
 - Develop and maintain historic and educational information about the Crail Ranch
 - Make resources available for legitimate research purposes

- To open the Ranch to the community as an education resource through structured historical and cultural programs, monitored by trained docents when appropriate.
 - Host regular summer visiting hours
 - Organize special programs

- To create a broad base of community support and adequate funding for the successful conduct of the mission.
 - Recruit volunteers
 - Train docents
 - Conduct registration drives and fund raising activities

- o Continually recognize our donors, volunteers, and others responsible for achieving the committee's goals

RESPONSIBILITIES-

The Committee is responsible for providing the Executive Director of the Big Sky Community Corporation with a list of needs and associated costs/bids for the Crail Ranch so that application for the appropriate grants can be made. The Committee will assist the Executive Director with researching available grants and making those applications for funding. Additionally, the Committee will support the BSCC as requested to develop reserve analysis, participate in risk management discussions, and identify budget needs annually for HCR activities, structures, and associated artifacts.

The BSCC guarantees that all donations made to the Historic Crail Ranch will be managed in a separate bank account and will only be used for the benefit of the Historic Crail Ranch. Accounts will be audited annually by the BSCC. In addition, by virtue of adoption of this charter, the BSCC Board obligates itself to be bound to the terms of the Trust Agreement signed by the Big Sky Owners Association with the Crail Family on August 21, 2004 as prescribed in paragraph 3 of that agreement, since the real property that the Crail Ranch sits upon was transferred to the BSCC.

MEMBERSHIP, OFFICERS, TERMS AND AUTHORITY

The Committee will consist of at least five members. At least four of those members will be nominated by the Chair of the Committee and approved by the Board. The Chair of the Committee may appoint a Vice Chair, Secretary, Financial Liaison, and any other officer(s) as may be deemed necessary. (The Financial Liaison is to report on the financials to the Historic Crail Ranch Committee and communicate with the Executive Director of the BSCC regarding the Committee's financials as necessary).

All members serve a one year term, but may be reappointed.

At least one staff member designated by the Executive Director may serve as a non-voting member as needed.

The Committee is not delegated the right to exercise the authority of the BSCC Board, and therefore may not conduct business (sign contracts, legally bind the BSCC, solely sign checks, etc.) on behalf of the BSCC Board, without BSCC Board approval or the approval of the Executive Director as delegated to the Executive Director by the BSCC Board. If the Committee desires to enter into contracts with outside agents, it must present those contracts for review, approval and signature of the BSCC Board or the Executive Director. The principal role of the BSCC Board and Executive Director will be to ensure the 501(c)(3) status is appropriately maintained for the BSCC and that risks and liabilities to the HCR assets are managed and minimized.

MEETINGS

The Committee shall meet on call by the Chair. Minutes shall be kept and reported to the BSCC Board in a timely manner.
