

**CORE MEMBER MEMORANDUM OF UNDERSTANDING
CHICAGO CULTURAL ALLIANCE (Alliance)**

April 2009

3 pages

This Memorandum of Understanding (MOU) is made and entered into among the Core Members (the Core Members who are Chicago-area community-based ethnic museums, cultural centers, and historical societies) of the Chicago Cultural Alliance (Alliance). The agreement creates a voluntary network of independent agencies and organizations defined by the members that share common goals and have come together to achieve these goals through coordinated collaboration and cooperation.

Our Vision

The Chicago Cultural Alliance uses the strength of its constituents' first voice to make a regional and national impact on cultural and civic policy in order to effect social change. The Alliance promotes cultural understanding and provides invaluable resources for government, museums, libraries, universities, and other educational and cultural institutions.

Our Mission

The Chicago Cultural Alliance is a consortium of Chicago-area ethnic museums and cultural centers whose mission is to effect social change and public understanding of cultural diversity through first voice perspective. The Alliance increases the visibility and impact of Chicago's ethnic assets by leveraging partnerships between member organizations and major institutions. The Alliance assures the long-term efficacy of its public education, marketing, preservation, and social service programs by providing organizational development assistance to its Core Members.

Over the next few years, the Alliance will work to fulfill two sets of goals

- Capacity Building - to develop the Alliance as a sustainable organization and build the capacity of Core Member organizations to participate in collaborative programs and projects with each other and Partner Institutions
- Collaborative Programs and Projects - to match needs and assets and create opportunities to impact social change

Membership Criteria for Core Members

- Organization must operate as a community-based ethnic museum, cultural center, or historical society in the six county metropolitan Chicago region
- Organization must demonstrate how it connects its community's history with contemporary life
- Organization must be willing to develop and participate in cross-cultural collaborations
- Organization must have federal 501(c)(3) tax-exempt status or be waiting for approval
- Organization must demonstrate an active board whose members are willing to engage with the Alliance

Note: Core Membership is currently capped at 35 organizations. Therefore, the membership committee will take into consideration how the organization applying would help the Alliance achieve balance in ethnic representation, organizational capacity and project opportunities.

Core Members' Roles and Responsibilities

- Participate in *at least* one Alliance project every three years
- Assign two individuals, one of whom is on the applicant organization's board and the other of whom is a member of the organization's executive staff, to serve as liaisons to the Alliance
- Commit their executive director or, in the absence of staff, board president to attending at least two quarterly meetings per year
- Participate actively in at least one Alliance committee
- Pay annual dues each year
- Maintain Core Member criteria
- Maintain 501(c)(3) status and good standing with the Illinois Secretary of State
- Complete Core Member Annual Membership Survey each year
- Update staff and board contact information to the Alliance annually

Note: The Chicago Cultural Alliance Membership Committee will review Core Members every three years and recommend them to the Alliance's board of directors for continued membership in the Alliance. Core Members that do not fulfill membership requirements upon three-year review may be replaced.

Core Members' Membership Benefits and Privileges

- Participate in Alliance collaborative projects, capacity building, and other efforts
- Participate in Alliance meetings, working committees, and board
- Each Core Member organization will have one vote in board elections
- Expand their visibility and audiences through the Alliance website and brochure
- Core Members may network with each other and with partner institutions and associates
- Core Members will broaden representation in Chicago's cultural and policy circles

Dues

- Core Members will pay annual dues according to the sliding scale indicated on the Annual Membership Dues Worksheet
- Only Core Members whose dues are current will be listed in the brochure

[continued page 3]

Statement of Agreement

It is mutually agreed upon and understood by and among the parties hereto that:
This Memorandum of Understanding reflects an entirely voluntary commitment among the parties hereto to cooperate and work together to achieve the vision and mission articulated herein. This Memorandum of Understanding in no way obligates or restricts the activity of any party hereto in anyway.

No Member shall obligate, or purport to obligate, any other Member with respect to any matter.

Any party may withdraw from the Alliance at any time by providing written notice of the party's intent to withdraw from the Alliance to the membership. A Member may be removed by a majority vote of the Alliance board of directors.

Core Members agree to the above roles and responsibilities, privileges, and dues statement.

In WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be executed as of the dates written below.

Signature of officer of applicant organization Date

Print name of officer

Print name of contact person (if not the officer)

Print name and organization

Address of organization

City State Zip code

Website URL of organization (if available)

Telephone number of organization Telephone number of contact person

Email address of organization Email address of contact person

Once the organization is informed of its acceptance, the organization should complete this MOU and send it to the Alliance office, along with a check for the amount invoiced. The check should be made out to the Chicago Cultural Alliance and sent to:

Chicago Cultural Alliance
C/O Swedish American Museum Center
5211 N. Clark Street
Chicago, IL 60640