

The James Arnold Mansion Inc. Business Plan



Mission(Statement of Purpose)

James Arnold Mansion Inc., a non-profit historic preservation and educational organization, whose mission is to preserve the Arnold Mansion and its grounds for future generations to learn of its history and enjoy the beautiful mansion and its grounds.

The James Arnold Mansion has been an integral part of the history of New Bedford. We will ensure it is preserved for future generations through education and preservation efforts.

Organizations you belong organizations affiliations EXAMPLES:

1. WHALE
2. Whaling Museum
3. Rotch Jones Duff house
4. New Bedford National Park

Program Titles:

1. Community Historic Education
2. Arnold Mansion History
3. Preservation of Building and Grounds

Values

1. James Arnold Mansion Inc., does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, marital, or family status.
2. James Arnold Mansion Inc., exists to carry out and inspire the love, care and responsible stewardship of the historic James Arnold Mansion in and by young people, staff, volunteers and donors.
3. The James Arnold Mansion, Inc. stands for the preservation of the Mansion and its place in the city of New Bedford history.

Programs

The Programs we will run:

We will become part of the mansion tour currently in place by the New Bedford Historic Society.

We will conduct fundraising events that will be well publicized.

We will provide educational seminars and events to educate the public on how the Mansion and its occupants became a part of the New Bedford history.

We will actively promote the preservation of the James Arnold Mansion and how its occupants have contributed to the history of New Bedford and society as a whole.

Present

1. We will actively recruit volunteers.
2. We will become part of the historic tours which will generate visitors and interest to the Mansion.
3. We will have at a minimum of four major fundraising events and carry out minor events as necessary.

How we achieve Recognition

- 1) Newspaper articles and dates
- 2) TV coverage
- 3) Planned Fundraising events
- 4) Through public teaching events.

Preservation Policy

We will preserve the Mansion and its grounds for future generations.

Strategic Vision

The James Arnold Mansion, Inc. has been a significant part of the history of New Bedford for almost 200 years, The Board is committed to ensuring that the Mansion, its Grounds and the history of its occupants are preserved for the enjoyment of future generations.

We envision having many public fundraising events as well as educational seminars to raise awareness of this great organization.

James Arnold Mansion Inc.:

Internal – in your organization	External – things from outside your organization
Strengths: Clear Mission Experienced Leadership Enthusiasm and Commitment of Directors	Opportunities: community need historic preservation Location and significance of property
Weaknesses: Low pay for staff Size and capacity of facility Hours of operation	Threats: Economy No Endowment Funding

Economic Impact

The James Arnold Mansion Inc. will have an impact on the community. We will enhance employment by our efforts to preserve the property and hire

firms to provide planning and construction to preserve the Building and enhance the grounds.

Organization, Structure, and Responsibilities

Board of Directors
Advisory Board
Executive Director
Assistant Director
Historic Education Volunteers
Community Programs
Fundraising Volunteers
Training

Board of Directors

Mission: To help with finances, find volunteers, appoint executive Director and Committees.

Responsibility: Provide personal expertise, time and effort.

Member Profile: A Chairman of the Board elected by the board, President, Assistant President, Treasurer , Clerk, and select volunteers who individually and as a team are committed to provide expertise, time and effort required to fulfill the mission of the organization.

Structure: Executive team and at least 9 outside directors.

See attached list of the members and their contact

Executive Director

Mission: To provide operational leadership, expertise, and knowledge required to sustain its mission

Responsibilities:

1. Management and General

Hiring, Firing and oversight of staff and volunteers in charge of all internal operations of the agency such as financial controls, accounting, adherence to legal requirements and reports, payroll, staff supervision, strategic planning, technology development , and risk management.

2. Volunteer Management

Oversight of staff and volunteers, responsible for the implementation of all volunteer recruitment, recognition, training, and dismissal procedures which will utilize the skills and expertise of volunteers in the most effective manner possible for all aspects of the non-profit.

3. Program Management

Oversight of staff and volunteers responsible for the development and implementation of all programs approved by the board

4. Community Involvement

Oversight of volunteer or staff responsible for all aspects of community involvement and community collaboration

5. Marketing

Oversight of staff or volunteers responsible for the development and implementation of a year round marketing plan, publicity campaigns and all aspects of building brand identity and positive public relations

6. Resource Development

Oversight of volunteers or staff involved in all aspects of resource development of fundraising: to include grants and foundations, donor base, pledges, sponsorships, and the establishment of an endowment.

The Arnold James Arnold Mansion, Inc. Board of Directors will have an Advisory board to develop job descriptions as well as performance metrics for the management and staff positions, This will ensure we have the right people in the right position.

Other Employees:

Volunteers and part time accountant at first then permanent as we become financially able.

Strategic Action Plan for 2017

Strategic Action Plan

Individuals	Expand Mailing list Expand Data Base of emails Monthly Newsletter
Businesses	Apply to Area Businesses for funding
Grants/Foundations	Apply to Grants Continue fostering Foundation relations
Major Donors	Major Donor Development
Program Fees	Increase Group Visits
Internships	Increase Internships to 3
Events	Participate in an 2 Events
Capital Campaign	Apply to 4 new foundations/ grants

Conclusion

The James Arnold Mansion is non-profit historic preservation and educational organization, whose mission is to preserve the James Arnold Mansion and its grounds for future generations to learn of its history and enjoy the beautiful mansion and its grounds.

The James Arnold Mansion has been a integral part of the history of New Bedford. We will strive to ensure it is preserved for future generations through fundraising education and preservation efforts.

Contact Information

James Arnold Mansion, Inc.:

Board of Directors

427 County Street

New Bedford, Massachusetts 02740

Main telephone:

E-mail jamesarnoldmansion@pipeline.com

Website TBA

Business incorporation/registration date:
September 1 2016

Business incorporation/registration number:

Employer Identification Number

Accountant: Adamowski

Insurance: TBA

Legal Counsel: Linnea R. Michel

Financial Consultant:

Succession Plan

If the non-profit dissolves, all proceeds due the non-profit, including monetary, and removable items would be transferred to another non-profit organization approved by the Executive Board of Directors