



WYOMING MAIN STREET ADVISORY BOARD

Call for New Members

Board Member Description

Updated August 2025

GENERAL OVERVIEW

The Wyoming Main Street (WMS) Advisory Board is a volunteer group of seven individuals from around the state that meets regularly with WMS staff to help shape the program's services and programming. A board member serves as an advocate for the Main Street approach in Wyoming, and may be invited by WMS staff to participate in community visits, strategic planning and program development, and local events.

BOARD LOGISTICS

Term and Appointment

Board members are appointed by the Governor and serve a three-year term. There is no term limit for the advisory board, meaning individuals can apply for reappointment as many times as they wish to serve and as supported by WMS staff. Terms are set as July 1 through June 30; any member appointed at any time other than July 1 is filling a partial term.

Reimbursement & Compensation

Board members are reimbursed for any expenses incurred while on official business, but do not receive additional compensation.

Meetings

Board meetings are held at least three times per year – both in person and virtually – and move around the state. Board meetings typically last anywhere from a half to a full day (4 to 8 hours), with additional time factored in for travel to and from if relevant.

Other Travel

Visits to designated Main Street communities happen annually, and board members may be asked to assist and participate in visits. These visits can range from a half day to 1.5 days long, depending on the context, community, and reason for the visit.

Board members are also invited to attend our annual Best Practices Workshop and the Main Street Now conference, both of which move across the US each year, and usually take place in the spring. Attending each of these events is usually a three to four-day commitment with travel time included. Other

conferences or networking events take place across Wyoming throughout the year, in which board members may be asked to participate.

MINIMUM COMMITMENT

- Serve a three-year term on the advisory board
- Carry out the individual responsibilities listed below
- Maintain a professional working relationship with other advisory board members, WMS staff, local Main Street programs, and other partners
- Commit to at least eight hours per month to conduct official board business

REQUIREMENTS

- No previous experience serving on a board is required
- No previous experience or familiarity with Main Street is required
- Must be located in Wyoming
- Have some ability to travel
- Actively participate in planning, meetings, and events of Wyoming Main Street

RESPONSIBILITIES OF THE MAIN STREET ADVISORY BOARD

- Support the Wyoming Business Council in developing a plan to operate the Wyoming Main Street program.
- Advise the establishment of new services to Main Street programs as needed.
- Annually review the program and report findings and recommendations, including recommendations for future legislation, to the Governor.
- Support the Wyoming Business Council in developing a comprehensive report of the Wyoming Main Street program annually to the joint Minerals, Business, and Economic Development Committee no later than September 1 of each year. The report shall include findings and recommendations, including recommendations for future legislation.
- Advocate for the Main Street Approach and Wyoming Main Street at the national, state, and local levels.
- Nominate and elect officers from the membership on an annual basis.

INDIVIDUAL BOARD MEMBER RESPONSIBILITIES

- Attend regular board meetings and special-called meetings, be well-prepared and ready to contribute to the topics addressed on the agenda.
- Keep the program manager and board aware of any issues, concerns, and opportunities relevant to Wyoming Main Street and local Main Street programs by extension.
- Offer new ideas and individual points of view on services and strategy of Wyoming Main Street.
- Participate in state conferences, the Main Street Now conference, local Main Street events, and other events as much as possible.
- Attend commissioner and city council meetings to recognize and celebrate local Main Street programs, as coordinated with the board and staff.
- Participate in local program visits as available and coordinate with the board and staff.