

Sport BC Nomination Process and Application

The Sport BC Bylaws state that "Only individuals nominated and seconded by a Full member, or by a Director, shall be eligible to hold office. Nominations must be received by the Society, with an indication of acceptance by the Nominee, no later than 30 days before the date of the Annual General Meeting." (Article 4, Section 2 ii).

Current Board Members

| Board Member | Last Elected | Term Expires |
|--------------------------------------------------------|---------------------|---------------------|
| Carey Dillen (Chair) | 2014 | 2016 |
| Brock Turner (Vice - Chair) | 2013 | 2016 |
| Heather Turner (Director-At-Large) | 2014 | 2016 |
| Greg White (Director-At-Large) | 2015 | 2017 |
| Michael Berkeley (Director, Finance and Audit)* | 2015 | 2016 |
| Peter Spencer (Director-at-Large)* | 2015 | 2016 |

* Appointed by Board of Directors. As per Article 4, Section 4.2 v (b) directors appointed to the board hold the position until the next general meeting, at which time there shall be an election subject to 4.2.i.

Positions Available for Nomination (Article 4, Section 4.2 iv)

Chair – 3 Year Term
Vice-Chair – 3 year Term
Director-at-Large – 2 Year Term
Director-at-Large (Finance and Audit) – 2 Year Term
Director-at-Large – 1 Year Term

Nominations Timeline

Note that all duly nominated individuals will be put forth for consideration for election to the Board by the membership. As outlined in the bylaws, candidates must be nominated and seconded by full members of Sport BC or a Director, nominations must be accepted by the candidates, and nominations must be received 30 days prior to the Annual General Meeting.

Interested parties must submit nominations by **Thursday, April 28, 2016**. Note that the change in bylaws at the 2013 AGM means that nominations are not accepted from the floor at the general meeting.

Nomination Process

- Candidates for the Sport BC Board must be nominated and seconded by full members of Sport BC.
- Nominated individuals must meet the criteria outlined in this package and in article 4, section 2 iii of the Bylaws (as noted on page 2 of this package).
- Once a nomination is received, a member of the Sport BC Governance Committee will contact the individual to provide an overview of the Board operations and commitment (see below for general overview) and discuss the individual's potential role on the Board.
 - The nomination and election process will also be reviewed with every candidate.
 - Individuals can then determine if they want to stand for election.
- Note that all duly nominated individuals will be put forth for consideration for election to the Board by the membership at the Annual General Meeting.

Notice of Nomination
Sport BC Board of Directors
March 18, 2016



Submitting a Nomination

Nominations to the Sport BC Board of Directors are accepted from both the membership and the Board itself. There is a historical effort to seek balance on the Board with regard to background and profession to maintain a business – sport blend.

Please submit the following by **Thursday, April 28, 2016** to Christine Wong at christine@sportbc.com :

- Completed Nomination Form (see attached)
- A current résumé and 250-word biography which highlight the nominee's career, education, sport management and volunteer experience / achievements and other relevant achievements or experience.
 - Note that the 250-word biography will be used in the AGM Package to announce nominees to the Board; if it is longer than 250 words, it will be edited.

Operations of the Board

The Sport BC Board is working towards becoming a policy board. Day-to-day operations are the responsibility of the staff of Sport BC. The Board's responsibilities include:

- Appointment, assessment, and evaluation of the President & CEO or senior staff;
- Approval of the Society's strategic plan including monitoring of its implementation;
- Policy development and compliance;
- Financial oversight and risk management;
- Establishing key connections in relation to partnership development and high level strategic advancement of Sport BC's key mandate;
- Responding to issues that impact the members and/or on behalf of the members;
- Public relations activities; and
- Representing the Society on related Boards and committees as determined by the Board.

Nominations to the Sport BC Board are to be submitted by **4:00 pm on Thursday, April 28, 2016** to Christine Wong, Executive Assistant, at christine@sportbc.com.

For further information, please contact the Sport BC office at 604.647.7442 or Christine Wong at christine@sportbc.com. For information about current Board members and for more information about Sport BC, visit our website: **www.sportbc.com**

For a copy of the Sport BC Constitution and Bylaws, please contact our office or see sportbc.com/about/

Information for Individuals Considering a Position on the Sport BC Board

Sport BC Board members are:

- Individuals who believe in the value of sport.
- Supportive of the mandate of the Society.
- Able and willing to make the time commitment to the Society (see below for general information).
- And in accordance with the bylaws, article 4, section 2 iii meet the following eligibility criteria:
 - No person is qualified to become or to act as a Director who:
 - a) Is under the age of 19 years;
 - b) Is found to be incapable of managing such person's own affairs by reason of mental infirmity;
 - c) Is an undischarged bankrupt; or
 - d) Unless the court orders otherwise, has been convicted in or out of British Columbia of an offence:
 - (a) In connection with the promotion, formation or management of a corporation or a society;
 - (b) Involving fraud; or
 - (c) Which is an indictable offence in Canada or, if the offence occurred outside of Canada, which would be considered an indictable offence under the laws of Canada had the offence occurred in Canada.

Commitment of Board Members

Each Board member is viewed as an advisor and connector for the organization. Board members are expected to:

- Review required materials in advance of all meetings;
- Participate in Board Meetings (3-6 per year – 3 in person, including one in conjunction with the AGM, the remainder by conference call);
 - Participate on a Committee (Standing or Ad hoc), as deemed necessary, including attendance at committee meetings (approximately 4 per year):
 - Finance and Audit;
 - Governance;
 - Human Resources;
 - Communications and Member Relations;
- Attend other Society functions as required (2 to 3 per year);
- Promote and support the mandate and work of Sport BC;
- Make themselves available to the membership and the society, as necessary; and
- Represent Sport BC on other affiliate organizations Board or Directors, as deemed necessary. These may include SBC Insurance, All Sport Insurance, KidSport Canada and sport sector committees.

BOARD OF DIRECTORS NOMINATION FORM



Position(s) Available:

- Chair (3 year term)**
- Vice-Chair (3 year term)**
- Director-At-Large (2 year term)**
- Director-At-Large, Finance and Audit (2 year term)**
- Director-At-Large (1 year term)**

As per Section 4.2.ii of Sport BC's By-Laws, "Only individuals nominated and seconded by a Full member, or by a Director, shall be eligible to hold office. Nominations must be received by the Society, with an indication of acceptance by the Nominee, no later than 30 days before the date of the Annual General Meeting."

Nominee _____

Sport BC Member Association (if any) _____

Address _____

City _____ Postal Code _____

Phone (Work) _____ Phone (Home) _____

Cell _____ Email _____

I accept this nomination for a position on the Sport BC Board of Directors, as specified above.

Nominee Signature _____

Please include a current résumé and 250-word biography which highlight the nominee's career, education, sport management and volunteer experience / achievements and other relevant achievements or experience. Note that the 250-word biography will be used in the AGM Package to announce nominees to the Board; if it is longer than 250 words, it will be edited.

Nominator _____

Nominator's Association _____

Phone _____ Email _____

Name of Seconder _____

Seconder's Association _____

Phone _____ Email _____

Please complete and return to Sport BC no later than 4:00 pm on **Thursday, April 28, 2016** by fax (604.647.7422), email (christine@sportbc.com) or mail.