

## **2021 Board of Directors Nominations**

### **Nominations and Elections Package**

#### **About the BC Chamber**

The BC Chamber of Commerce is British Columbia's largest independent, non-partisan, business advocacy organization, representing over 125 local chambers and boards of trade across the province, with a membership of over 36,000 small and medium-sized businesses.

Business advocacy is our core focus. Collaboration is in our DNA and we consistently engage with decision-makers across all B.C.'s ministries and federal departments to communicate our members' views on policies and emerging issues.

#### **About this Package**

This package details the nominations process, guidelines, and criteria required for prospective candidates for the BC Chamber Board of Directors.

#### **About the BC Chamber Board of Directors**

Excellence in leadership and governance are central to the work of the BC Chamber Board. The ultimate responsibility for making governance policy and for determining the focus of the organization belongs to the Board. Together, the Board sets the vision, direction and policy for the organization.

The BC Chamber Board is comprised of a Chair, Vice Chair, Immediate Past Chair, and eight (8) Directors elected by the membership. Elected Directors represent the numerous regions of the province: North West, North East, Vancouver Island/Gulf Islands, Central BC, Okanagan/Shuswap, Kootenays and the Lower Mainland. The Board also has appointed positions, including the Audit Committee Chair, and up to four (4) Directors at Large, who come to the Board from across the province.

All Directors serve a two (2) year term and may serve up to three (3) successive terms should the Director be successfully re-elected or re-appointed. In addition, the Board may appoint special advisors to provide counsel on legal, financial and other matters, as well as a designated representative of the British Columbia Chamber Executives.

#### **2021 Nominations**

The BC Chamber is looking for exceptional leaders whose values align with that of the Board – show dedication, grit and passionate for the people who power BC. The Board is seeking qualified candidates with expertise in the area of Policy Governance, Government Relations,



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Human Resources, Information Technology, Risk Management and Strategy, Region and Sector Specific knowledge, Diversity and Inclusion, and Communications. Candidates should align with the direction of the BC Chamber, and augment and accelerate the governance principles of the Board.

To increase diversity of skills and perspectives on the Board, the BC Chamber is also looking for candidates who represent and have experience working with ethnic and cultural groups not currently represented on the Board. Perspective Candidates should be critical-thinkers and able to fully engage and commit to board meetings, committee meetings and chamber events.

\*Candidates must determine at the onset which category they wish to apply for. No adjustments may be made once the application has been submitted.

### Elected Regional Directors

In 2021, the BC Chamber Board of Directors is seeking four (4) experienced and passionate visionaries to join the Board. There are four vacancies with incumbents in the following areas:

- Lower Mainland
- Vancouver Island / Gulf Islands
- Central
- Northeast

### Nominations Timeline

Call for Nominations – January 11, 2021

Nominations period closes – February 2, 2021

Candidate interviews –February 8-19, 2021

Election period – March 15 – April 2, 2021

Directors will be announced at the AGM in May 2021

### Board of Directors 2020-2021

<u>Aleece Laird</u> Board Chair Okanagan / Shuswap Amplify Consulting Inc.	<u>Joelle Westlund</u> Vice Chair Lower Mainland Vancouver Fraser Port Authority	<u>Kristine Simpson</u> Immediate Past Chair Lower Mainland BDO Chartered Accountants
<u>Tracey Arnish</u> Lower Mainland, Director at Large	<u>Michaela Bjorseth</u> Northeast Enbridge	<u>Andrew Czornohalan</u> Northwest Rio Tinto



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Google		
<u>Tanya Finley</u> Kootenay Finley's Bar and Grill and Sage Tapas and Wine Bar	<u>Al Hasham</u> Vancouver Island Maximum Express Courier, Freight & Logistics	<u>Nick Marach</u> Lower Mainland Deloitte
<u>Reshma Mehta</u> Lower Mainland, Director at Large Telus Communications	<u>Cindi Pohl</u> Central Goferbroke Investments Inc.	<u>Arlene Rolston</u>  Vancouver Island Port of Nanaimo
<u>Don Sharpe</u> Lower Mainland Holiday Trails Resorts	<u>Gregory Thomas</u> Lower Mainland G3 Consulting Ltd.	

### Advisors to the Board

#### Kim Smythe

BCCE Representative  
Greater Nanaimo Chamber of Commerce

#### Layne Hellrung

Legal Counsel  
Cassels Brock & Blackwell LLP

### BC Chamber Staff

[View our Chamber staff here.](#)

### Nominations Criteria and Eligibility Requirements

Strong candidates should possess the following attributes:

- Exceptional executive experience/leadership
- Extensive experience in serving on a governance board
- Awareness and understanding of the role of the BC Chamber and a desire to support it
- Experience with policy development and government relations
- Sound entrepreneurial skills
- Awareness of the business and economic climate in British Columbia and the ability to view issues from a province-wide context
- Ability to understand financial statements, management reports, and risk management practices
- High ethical standards and integrity in professional and personal dealings
- Community involvement
- Well-developed faculty for critical analysis



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- Ability to work as a team member
- Experience in strategic planning
- Have training and/or strong working experience with culture and diversity issues

Strong candidates are required to:

- Be a member of the BC Chamber of Commerce or member of a local Chamber of Commerce, and in good standing
- Be a member of and thoroughly understand the BC MindReader® platform and the BC Chambers digital engagement strategy
- Fulfil the time commitment of at least ten (10) hours per month
- Participate in at least two (2) Board committee
- Actively engage in all Board meetings and the annual strategic planning session
- Demonstrate an interest in and capability to chair a committee and the Board

Board meetings are held at least six (6) times a year:

- May – AGM (multi city locations)
- September – Annual strategic planning session (location TBA)
- November (via conference call)
- December
- January (via conference call)
- April (via conference call)

Committee meetings are held throughout the year depending on the Terms of Reference. The committee schedule is set and distributed to committee members by the committee chair in June of each year. The Board schedule is set and distributed to Directors by Chamber Staff in June of each year.

### **Submission Requirements**

Candidates are required to submit the following information:

1. Nominations Form – Includes biographies, values statement
2. Completed skills matrix
3. Declaration Form
4. Photo – High resolution colour head and shoulder shot, not smaller than 1MB

### **Nominations Process**

- The Governance Committee conducts an assessment of the Board's skills and competencies to determine gaps
- The Nominations Committee determines the criteria for nominations
- Candidates who meet the criteria will stand in the 2021 election
- Each member may vote for up to four (4) candidates for the Board of the Directors
- Members elect four (4) Directors to serve the 2021 term
- Elected Directors will be sworn in at the 2021 AGM



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Based on the interviews with all candidates, the Nominations Committee will advise the Board on the extent to which nominees meet the desired criteria. Based on this, the Board may recommend on the ballot candidates the Board believes possess the right mix of skills to assist in the delivery of the BC Chamber's strategic plan. Names of recommended candidates will be marked by an asterisk on the ballot.

Should a region requiring representation on the Board to fulfill the BC Chamber's bylaws only receive one candidate, that candidate will be acclaimed and sworn in at May 2020 AGM.

### **Next Steps**

To submit your application, fill out the nominations form and indicate the category for which you are applying no later than **February 2, 2021**. The Nominations Committee will review your application and set up an interview.

Following the interviews, the Nominations Committee will present to the Board the elected regional candidates that will stand for election. In early March, all nominees will learn whether or not they are a recommended candidate, and at which point they will be given the opportunity to decide to proceed in having their name on the election ballot or to withdraw their candidacy.

### **Additional Information**

If you are considering submitting your nomination, you are encouraged to review the following documents:

[BC Chamber Bylaws](#)

[Director's Code of Conduct](#)

Board of Directors Governance Process Policies

### **Alternative ways to engage with the Board**

Opportunities to be involved in the work of the BC Chamber Board go beyond the elected and appointed Directors of the Board. The BC Chamber Boards welcomes external advisors to engage with the Board and contribute strategic and specialized skillsets to complement the work of the BC Chamber Board and its many committee and tasks forces.

If you are interested in joining our various committees or taskforces, please contact our Board Chair, Aleece Laird. You may have the skill set and expertise we need to help us represent the voice of business in B.C.!