

NOMINATION GUIDE FOR CANDIDATES TO BOARD OF DIRECTORS

1. Nominators and Nominees

- (a) A nominator of a candidate for Director of GBNA must be a Voting General Member of GBNA.
- (b) A nominee must understand:
time commitment required of a Director,
role, responsibilities and obligations for directorship of the GBNA's Board of Directors,
director qualifications
- (c) Nominations must be submitted to the Secretary of GBNA using the Nomination Form attached to this Guide at least 5 days prior to the AGM.
- (d) If there are more candidates than there are vacant positions, all candidates will be asked to make a two-minute speech at the AGM explaining why the members should vote for them. If a nominee is unable to attend the AGM, the nominator may read the speech on the nominee's behalf.
- (e) All nominations will be placed by the Nominating Committee at the meeting at which the election will take place.

2. Time Commitment Required of a Director

- (a) A Director is expected to participate in GBNA's Board meetings(at least four a year, subject to call by the Board), the Annual General Meeting and occasional General Membership meetings. Most meetings are about two hours in duration and are usually in the evening. The term of office is one year, with the possibility of re-election.
- (b) A Director may also wish to participate in community meetings; presentations and discussions with government representatives and staff; or other initiatives undertaken by GBNA.
- (c) Directors are also expected to review and comment on materials prepared for Board approval.

3. Compensation

- (a) Directors or committee members volunteer their time and services. There is no compensation except for expenses specifically approved by the Board.

4. Role of the Board of Directors

- (a) The role of the GBNA Board of Directors is to provide effective governance with respect to organizational operations and program initiatives related to land use planning matters. The Board also provides leadership for the Association in addressing the purpose and goals of the Association.

5. Director Qualifications

- Keen interest in planning matters and the achievement of healthy, livable communities
- 18 years of age or older,
- Commitment to an effective GBNA Board of Directors, and
- Demonstrated commitment to teamwork and collegial relationships.

6. Recruitment Procedures

- (a) GBNA considers the recruitment of leadership as a vital, on-going, year-round activity. All members should be aware of the importance of having skilled and committed directors, officers, committee chairs, advisors, etc. on board to serve the purpose and goals of GBNA.
- (b) Purposeful recruitment will assist GBNA in:
- better reflecting the diversity of our community
 - creating new opportunities for others to offer different perspectives
 - provide opportunities for succession planning
 - provide the balance of board member qualities to meet GBNA goals
 - assure the retention of required expertise and experience
- (c) All members and participants in GBNA are encouraged to be aware of potential leaders for a variety of roles within GBNA. When considering possible nominees for positions, it is important to consider the following qualities the individual may possess:
- level of interest in GBNA goals
 - special skills and background
 - ability to communicate
 - level of commitment
 - good judgement
 - respect for others
 - sense of a wider community
 - sense of integrity

(d) The following steps are a guideline for how recruitment and nomination of board members takes place:

- Current GBNA member recognizes a potential candidate for nomination based on meeting many of the above qualities.
- The member is encouraged to provide the candidate's name to the Nominating Committee (nominations of board members may also be submitted to the Secretary of GBNA in accordance with the By-laws).
- The Nominating Committee reviews the candidate's eligibility under GBNA's bylaw, and matches candidate's skills and qualities against current leadership requirements.
- Nominating Committee makes recommendation for approaching the potential candidate to ask for willingness to stand for nomination.
- Nominator and nominee complete the "Nomination Form", and submit the form to the Secretary of GBNA by a specified date (based on the date of the AGM or Special Meeting).
- Nominating Committee prepares a recommended list of possible nominees to be elected at the Annual Meeting and provides the list to the Board of directors.
- The Board of Directors, after considering the list of possible Board candidates recommended by the Nominating Committee, may provide a list of recommended candidates to the meeting of members at which the election will take place.
- Candidates elected by the members are welcomed to the Board by the President.
- Unsuccessful candidates (if any) are approached and encouraged to fill other roles within GBNA.

About GBNA

Greater Beach Neighbourhood Association (GBNA) is an umbrella group of multiple resident associations in the Greater Beach area of the City of Toronto. GBNA believes in responsible urban development policies and practices and full public engagement in the development of those policies. More at www.gbna-toronto.com