

ISCEBS Southwestern Ontario Chapter Nominating Committee Report – November 25, 2020

Committee Members

The Nominating Committee consisted of Trudy Parker and Tammy Phelps.

Committee Meetings

The Nominating Committee met in July and again in August to identify CEBS candidates to fill various positions on the Board of Directors in 2021. The requirement of this Committee is to bring forward names of interested individuals to fill the following positions for 2021:

- President
- Vice President
- Secretary
- Treasurer
- Board members at large

An email was sent to the 2020 Board members on July 9, 2020 asking all current Board members to indicate their intention to remain on the Board in 2021. Another reminder was sent on July 24, 2020.

An email announcement was sent out by ISCEBS on August 26, 2020 to their database asking for individuals to step forward. To our knowledge, no one indicated interest to that email.

Due to the unique nature 2020 during a Global Pandemic, the nomination committee received approval from ISCEBS for the current President to remain in place for an additional term for 2021.

Proposed Criteria for Board Participation

Specific criteria have been outlined by the ISCEBS Governing Council when selecting their Board members. In addition, the Chapter Handbook indicates criteria for Board members. Therefore, we are recommending the following criteria be used when filling a Chapter Board position:

- CEBS- Executive positions (President, Vice-President and Secretary / Treasurer) must be filled by individuals who hold a CEBS designation.
- GBA, RPA, CMS, Student- Other Board positions may be filled by an individual who has successfully completed at least one exam towards a designation.
- Fellowship: Attaining a Fellowship designation confirms the ongoing commitment to the ISCEBS program and activities.
- Geographic position: The Board should include individuals from across the Southwestern Ontario region.
- Industry: There should be a good mix of backgrounds, representing employers, advisors and carriers.
- Chapter Involvement: Before taking on an Executive position, a Board member should have filled another role on the Board, to ensure the individual is aware of the position's requirements.
- Gender: It is always good to have a mix of male and female Board members.

Positions to be filled in 2021

Below is a summary of the positions available, current assignments in 2020 and recommendations for 2021.

Position	Current in 2020	Proposed for 2021
President	<i>Trudy Parker, CEBS</i>	<i>Trudy Parker, CEBS</i>
Vice-President	<i>Kim Francis, CEBS</i>	<i>Tammy Phelps, CEBS, ISCEBS Fellow</i>
Past President	<i>Tammy Phelps, CEBS, ISCEBS Fellow</i>	<i>Trudy Parker, CEBS</i>
Secretary	<i>Carrie Kurtz, CEBS, ISCEBS Fellow</i>	<i>Gail Enever, CEBS</i>
Treasurer	<i>George Elliott, CEBS</i>	<i>Carrie Kurtz, CEBS</i>
Membership and Sponsorship Chair	<i>Kim Francis, CEBS</i>	<i>TBD</i>
Education Chair	<i>By committee</i>	<i>TBD</i>
Directors at large:	<i>Michelle Oram, CEBS, ISCEBS Fellow Gail Enever, CEBS Barbara Varriano, CEBS</i>	<i>Michelle Oram, CEBS, ISCEBS Fellow Alicia Hesch, CEBS Jena Crawley, GBA George Elliott, CEBS</i>

Timeline for Process

The Annual General Meeting is set for November 25, 2020. As a result, the following deadlines must be met:

- 90 Days Prior to AGM / no later than August 27: An email broadcast was emailed to our membership on August 26, 2020 indicating the Board is looking for new members and for interested individuals to contact the Board Secretary.
- 45 Days Prior to AGM / no later than October 11: The proposed Board candidate listing must be posted to our website. An email broadcast was sent on October 3, 2020 to our current and potential membership indicating who has stepped forward to participate on the Board and to seek additional nominees.
- 30 Days Prior to AGM / no later than October 25: Any additional nominations are to be sent to the Secretary / Treasurer in advance of the AGM.
- 10 Days Prior to AGM / no later than November 15: The final announcement of nominees was sent November 10, 2020 to the membership.

Please note the dates indicated above are the 'latest' dates that tasks can be completed. Tasks could/should be completed a couple days prior to ensure we don't miss any timelines.

Respectfully submitted,

Nominating Committee
November 25, 2020