

## EDCO Board of Directors Nomination Package

An election takes place to fill vacancies created on the EDCO Board of Directors for a two-year term.

Interested candidates should have completed paperwork to the EDCO office as per the attached nomination form, no later than September 15<sup>th</sup> of each year. EDCO will undertake due diligence and ballots will be mailed electronically no later than October 15<sup>th</sup> of each year. Ballots will be sent to members in good standing. Members will be provided with a secure login to cast their vote. Ballots must be completed and returned no later than December 1<sup>st</sup> of each year. Results will be announced at the Annual General Meeting.

Interested candidates are required to complete the attached form, and will have a brief telephone call with a member of the EDCO Nominations Committee to confirm the following:

EDCO Attendance Policy: All members of the Board are required to attend up to 7 Board meetings per year. A schedule is provided in February of each term. It is optimal that attendance is in person, but teleconference is offered when possible. If a Board Member misses three meetings per year, the Board may ask the Director to vacate their seat.

EDCO Board Travel Policy: Directors of the Board will be required to travel to EDCO Board meetings. The policy in full can be found in the EDCO Handbook, but in essence, reimbursement of 50% of expenses will be made upon completion of the required expense form and receipts. EDCO follows [National Joint Council](#) as a guideline for acceptable expenses. EDCO provides support for Board meetings only.

EDCO Committee Participation: As a Director, Board Members are required to participate on a minimum of one committee. Committee work varies from committee to committee, but most meetings are done by video conference call with one face-to-face meeting per year.

EDCO Committee Chairs: Committee Chairs are determined at the first Board meeting of the year. It is the responsibility of the Committee Chair to submit written reports to the Secretary in advance of each Board meeting and as per the schedule set out by the Secretary each year. Committee Chairs are required to submit written reports for the Annual Report each year.

## Candidate Self-Assessment Tool

The Nomination Committee feels it is important for candidates to understand the profile of a potential board member through providing a self-assessment tool. The expectations of fellow Board members are important to consider when considering participation in the Board election. It is advantageous to have previous experience with a committee or related Board to lessen the learning curve when joining the Board.

I have support from my employer to participate on the Board	Yes	No
I have previous Board experience from a related organization	Yes	No
I have participated on an EDCO Committee in the past	Yes	No
I have my Ec.D. , CEcD.	Yes	No
I have approval to attend EDCO sanctioned events	Yes	No
I have adequate time resources to dedicate to EDCO	Yes	No
I have 5+ years economic development experience	Yes	No
I have attended EDCO professional development programs	Yes	No
I have attended the EDCO Annual Conference	Yes	No
I have presented at the EDCO Annual Conference	Yes	No
I have the ability to travel to EDCO meetings and events	Yes	No
I have participated in the EDCO Awards Program	Yes	No

I acknowledge I understand and accept the responsibilities above if I am successful in seeking election to the EDCO Board of Directors.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Economic  
Developers  
Council  
of Ontario

## EDCO Board of Directors 2022 – 2024 Nomination Form

Name of Candidate: \_\_\_\_\_

Community/Company: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Business Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Ext: \_\_\_\_\_

Email: \_\_\_\_\_

The undersigned hereby nominate the above-named individual as an EDCO Director candidate for election. Additionally, the nominators confirm they are active members of EDCO in good standing and that the nominee has been consulted and agrees to have his/her name put forward for nomination.

Nominator: \_\_\_\_\_

Nominator: \_\_\_\_\_

Nominator: \_\_\_\_\_

Nominator: \_\_\_\_\_

Signature of nominee to have his/her name put forward:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please forward this form, a brief two-paragraph resume for the nominee and a recent headshot of the nominee no later than September 15, 2021 to the attention of:

Robert Nolan, Chair, Nominations Committee  
c/o 24 Barry Street East, Long Sault, ON K0C 1P0  
Tel: 613-362-3722  
Email: [edco@edco.on.ca](mailto:edco@edco.on.ca)

