

June 14, 2017

Call for Nominations to the CSAE Trillium Chapter Executive (Board of Directors)

On Wednesday, October 4, 2017, the CSAE Trillium Chapter will hold its Annual General Meeting. At that meeting, the Nominating Committee will report to the members the Directors that have been acclaimed or elected as well as the Officers for the coming year.

The 2017 Nominating Committee is comprised of the following members:

- Steve Carroll, CAE, Immediate Past President (Committee Chair), The Portage Group
- Maura McLaren, CAE, Real Estate Institute of Canada
- Serge Micheli, CAE, CEM, Association and Events Management
- Rozalyn Werner-Arcé, CAE, Therapeutic Recreation Ontario

To facilitate the preparation of the slate and to ensure that the process is open to all members, the Nominating Committee is now issuing a **Call for Nominations** from the members of CSAE Trillium Chapter.

The CSAE Trillium Chapter's governance model is volunteer driven and a strong Chapter Executive (Board of Directors) helps to ensure the consistent, high quality programs and services that CSAE members have come to expect from the Trillium Chapter. The Trillium Chapter Executive (Board of Directors) is comprised of up to thirteen Members, of which three shall be Business Members.

As a member of the Trillium Chapter Executive (Board of Directors), you will direct and support the Chapter and its activities through the following:

- Develop and monitor the strategic plan, which is harmonized with the CSAE National strategic plan
- Actively participate in at least one committee of the Board
- Support and participate in Board development
- Fulfill customary Board fiduciary responsibilities, including approval of the annual budget and monitoring financial status
- Oversee the work of the Trillium Chapter Executive Director

This year, the Chapter is seeking individuals with knowledge, experience and expertise in the following areas:

- Communications
- Governance
- Program Development & Event Management
- Volunteer Management
- Membership Retention & Recognition
- Marketing & Social Media

As well, the Nominating Committee is looking to add at least one young professional to the Trillium Chapter Executive (Board of Directors).

CSAE Trillium Chapter Board members must demonstrate a willingness to contribute time, talent, and leadership skills to the Chapter. Candidates with Trillium Chapter volunteer experience are highly encouraged to submit.

CSAE Trillium Chapter Board members must be available to attend a minimum of six Board meetings per year and to take on a leadership role with one of a number of standing committees. It is imperative that nominees have the support of their employers to fulfill these volunteer duties.

This invitation is extended to both Executive Members and Business Members. Anyone interested in sitting on the CSAE Trillium Chapter Executive (Board of Directors) for the next two-year term, beginning at the Annual General Meeting on October 4, 2017 is asked to complete the nomination form and include a Curriculum Vitae.

Benefits

Benefits of participation on the Trillium Chapter Executive (Board of Directors) are numerous:

- Meet many colleagues in the association sector
- Demonstrate your leadership skills
- Further develop individual leadership potential
- Increase your confidence in speaking in front of large groups
- Facilitate and chair meetings
- Gain a better understanding of governance issues

Previous Board Members share that their experience on the Board has greatly contributed to personal growth and professional development.

This is truly a chance to make a contribution to your professional association, to be challenged, and to develop and share your professional knowledge and expertise.

Please submit your Nomination Form along with your CV **no later than 5:00 p.m. Eastern Time, on Friday, July 14, 2017** to:

The Nominating Committee
CSAE Trillium Chapter
E-mail: tracy@csae-trillium.com

All nominations will be held in the strictest of confidence. The Nominating Committee will review all submissions and prepare a slate for approval of the Board and for presentation to the members. All individuals who submit a nomination form will be advised of the Committee's decision. If you have any questions regarding the roles and responsibilities of the Trillium Chapter Executive (Board of Directors), please do not hesitate to contact the Chair of the Nominating Committee by phone at (647) 258-5646 or via email at scarroll@portagegroup.com

The deadline to submit a nomination is July 14, 2017 no later than 5:00 p.m. Eastern Time.

Sincerely,

**CANADIAN SOCIETY OF ASSOCIATION EXECUTIVES
TRILLIUM CHAPTER**



Steve Carroll, CAE
Chair, Nominating Committee & Immediate Past President