



CHAPTER ELECTED DIRECTORS NOMINATION PROCESS

A. General

This policy relates to the appointment of AFOA's Board of Directors. As per By-law No. 1 (2014), the Board of Directors shall be comprised of:

- One (1) Director elected by each Chapter Member; and
- Up to eight (8) Directors elected by the Members.

B. Scope

This policy is based on one (1) Director elected by each Chapter Member. A Chapter Member shall mean an organization located in a specified geographic area and designated as a Chapter of AFOA Canada as authorized by the Board in accordance with the by-laws. A Chapter Member is entitled to receive notice of, attend and vote at all meetings of members and each Chapter Member shall be entitled to one (1) vote at such meetings.

C. Competencies & Experience

To serve on the AFOA Canada Board of Directors, directors must have an AFOA Canada certified designation and higher such as an industry professional credential. **(B1606-08)**

D. Nomination and Election Process

Each Chapter Member shall nominate one (1) representative of the Chapter who is a member of the Chapter (the "Nominated Chapter Representative") to be elected to the AFOA Canada Board (the "Chapter Elected Director").

Each Chapter Member shall, at least thirty (30) days prior to AFOA Canada's Annual Meeting, submit the name of the Nominated Chapter Representative to the Board for review and approval. If, after the review by the Board, the Board approves the Nominated Chapter Representative, the Chapter Member shall be entitled to vote the approved Chapter Representative (the "Approved Chapter Representative") to the Board at the Annual Meeting of Members.

If, after the review, the Board does not approve the Nominated Chapter Representative, the Board will inform the Chapter in writing of their decision and will request that the name of an alternate nominated chapter representative (the "Alternate Nominated Chapter Representative") be provided within ten (10) days of such notification. The Alternate Nominated Chapter Representative would be subject to the same approval process as the Nominated Chapter Representative. This process would continue until the Board approves an Approved Chapter Representative for election at the Annual Meeting of members.

The Chapter Member shall elect only one (1) Chapter Elected Director. The Chapter Member shall not have the right to appoint additional or replacement Directors to fill in for the Chapter Elected Director if they are unable to attend any meeting of the Directors or members.