

## Board of Directors Election Process Policy

The Ontario Senior Games Association (OSGA) is composed of nine (9) Board of Directors who are elected into terms at the Annual General Meeting (AGM). The following Election Process outlines the procedure by which individuals become nominees for election to the Ontario Senior Games Association's Board of Directors.

### *Appointment of Nominating Committee*

1. At least ninety (90) days prior to an Annual Meeting, at which Directors will be elected, the Board will appoint a Nominating Committee consisting of three (3) individuals.
2. The Nominating Committee may not consist of any individuals who will stand for election at the next Annual Meeting. The Nominating Committee may consist of current Directors whose terms do not expire at the next Annual Meeting, current Directors who are retiring or who are not standing for election, and/or other individuals from inside or outside the organization.
3. The Nominating Committee is responsible for ensuring that there are an equal or greater number of nominees for each of the Director positions that will be vacant at the Annual Meeting. The Nominating Committee should also ensure that the nominees are qualified, skilled, and capable of providing effective governance leadership to the OSGA.

### *Nominees*

- Individuals may submit their interest in standing as a nominee to the Nominating Committee. The Nominating Committee may also approach individuals who the Committee believes would be interested in standing as a nominee. A second individual (or 'seconder') is not required to support a nomination.
- All individuals who would stand as a nominee for a Director position must:
  - a. Be eligible to serve as a Director (per section 4.2 of the OSGA Bylaws);
  - b. Submit a completed and signed Nomination Form (Appendix A); and
  - c. Per the Nomination Form, submit a letter outlining the individual's experience and qualifications.

### *Eligibility Criteria for Nominees:*

Resident of Canada – resided in Ontario for minimum 4 years.

Over the age of 18 at time of application

Interest in the operation and strategic direction of the OSGA.

Has not declared bankruptcy nor deemed incapable in any country.

Able to commit to attend a minimum of 75% of scheduled Board of Director meetings and other duties as required.

#### *Review by Nominating Committee*

- The Nominating Committee will review the submissions from each nominee. At least seven (7) days prior to the Annual Meeting, the Nominating Committee will inform each nominee whether they are eligible for election as a Director and whether or not they received the Endorsement of the Nominating Committee.

#### *Nominations from the Floor*

- Nominations for a Director position may be accepted from the floor of the Annual Meeting. Nominees who are nominated from the floor must be present at the Annual Meeting, must complete a Nomination Form and must agree that they are eligible to serve as a Director per section 4.2 of the OSGA Bylaws.

## Appendix A: Board Nomination Form

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City Province Postal Code*

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

Position: \_\_\_\_\_ Preferred Gender: \_\_\_\_\_  
*Which you are applying for*

Are you an Ontario resident? YES NO Are you involved in a District? YES NO

What Region are you from: \_\_\_\_\_ What is your District: \_\_\_\_\_

Language(s): \_\_\_\_\_

Have you read the *Nomination Policy*? YES NO Have you attached your written account of YES NO  
experiences and achievements?

### Eligibility

By checking the following boxes, I confirm that I am eligible to serve as a Director.

I am a member/registrant in good standing with an OSGA member district YES NO

I am 18 years old or older? YES NO

I am a resident of Canada, as defined in the Income Tax Act YES NO

I have the power under law to contract YES NO

I have not been declared incapable by a court in Canada or in another country YES NO

I do not have the status of a bankrupt YES NO

Able to commit to a minimum 75% attendance of Board Director meetings and other duties as required YES NO

### References

Please list three references.

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

ONTARIO SENIOR GAMES ASSOCIATION  
ASSOCIATION DES JEUX DES AÎNÉ(E)S DE L'ONTARIO

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Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_