BADMINTON ONTARIO

NOMINATION FORM – BOARD OF DIRECTORS (2015 AGM)

Nomination Deadline: Sunday, May 17th

As per the bylaws (Section 4.13), Badminton Ontario is seeking nominations for the following Board posts:

President	2 Year Team completed in 2017
Finance and Administration Director	2 Year Term completed in 2017
Director at Large	2 Year Term completed in 2017

Conditions for Nomination:

1. All nominees must be at least 18 years of age at the time of the BON 2015 AGM.
2. All nominees must be members in good standing of Badminton Ontario.
3. All nominees must be nominated by a member in good standing of Badminton Ontario, and all nomination forms must include the written consent of the nominee.
4. Nominations must be submitted to the Badminton Ontario office (c/o Jean Wong) by the nomination deadline (May 17th) – nominations after that date are not considered valid.
5. Unless indicated in advance, nominees should be in attendance at the 2015 BON AGM in order to speak to their candidacy.

Nominations must be submitted on the attached Nomination Form, and must include a signature from the Nominee indicating their agreement to stand for election.

Nominations must be submitted by Sunday, May 17th by email to:

Jean.wong@badmintonontario.ca

The Nominating Committee will circulate all nominations within the AGM information package.

Summary of Duties:

President:

- Will Chair all meetings of the Badminton Ontario Board of Directors, ensuring that formal agendas and meeting minutes are duly prepared and distributed;
- Will ensure appropriate follow up on all action items arising from the Board of Directors meetings;
- When required, will act as the official spokesperson and representative for Badminton Ontario;
- When required, will act as the "tie break" voting member of the Board of Directors;
- Will manage the process for "adhoc" or working committee designation throughout the year;
- Will, where possible, engage the membership through attendance at Badminton Ontario competitions and functions.

The role of Badminton Ontario President will require, on average, a time commitment of approximately 8-10 hours per week. All expenses related to the post will be appropriately covered under the Badminton Ontario expense coverage policies.

Finance and Administration Director:

- Will act as a voting member and attend all Badminton Ontario Board of Directors meetings;
- Will work with Badminton Ontario designated staff or professional contractors to ensure timely management of all Badminton Ontario financial reporting and transactions (including annual budget development and tracking, managing the formal audit process, timely submission of forms and materials required by government, timely management of the expense reimbursement process, and appropriate oversight of all Badminton Ontario bank accounts and investments);
- Will act as one signatory for Badminton Ontario;
- Will work with Badminton Ontario staff to ensure that formal agreements and other financial paperwork are properly stored and filed in the Badminton Ontario office;
- Will act as the Board member responsible for communication with financial institutions utilized by Badminton Ontario;
- Will assume other responsibilities of a financial nature as determined by the Board of Directors.

The role of Badminton Ontario Finance and Administration Director will require, on average, a time commitment of 4-6 hours per week. This position will require some face to face

interaction at the Badminton Ontario office (Toronto) and with financial institutions utilized by Badminton Ontario (Toronto). All expenses related to the post will be appropriately covered under the Badminton Ontario expense coverage policies.

Director at Large:

- Will act as a voting member and attend all Badminton Ontario Board of Directors meetings;
- Will assume projects or portfolios as determined by the Board of Directors based upon programming priorities and needs;
- Where required, will assume responsibility for "adhoc" or working committees struck by the Board of Directors in areas of programming responsibility;
- Will provide status and progress reports on determined projects as requested by the President;
- Will, where required, engage membership input on identified programmes or projects through attendance at Badminton Ontario competitions and functions.

The role of Badminton Ontario Director at Large will require, on average, a time commitment of approximately 3-5 hours per week. All expenses related to the post will be appropriately covered under the Badminton Ontario expense coverage policies.

BADMINTON ONTARIO – 2015 NOMINATION FORM

BOARD OF DIRECTORS

(Submission Deadline – May 17th): Submit to: jean.wong@badmintonontario.ca

---

Name of Nominee:_____

Position Nominated (X):

President	( )
Director of Finance and Administration	( )
Director at Large	( )

Nominator(s): _____

_____

Signature Confirmation of Nominee (letting name stand):_____

Nominee Experience – Brief Resume (attach other information electronically as you wish):

Nominee Attending the BON AGM (May 30/31 – Markham): Yes ( ) No ( )