

**ANNUAL GENERAL MEETING
BOARD OF DIRECTORS NOMINATION FORM**

Complete and return this form along with a **photograph and brief biography** to
ELECTIONS@VISITPENTICTON.COM by: **THURSDAY APRIL 25, 2024**
To be added to the voting list by the Nominations Committee

NOMINATOR

I, _____, a Travel Penticton Society Voting
Member in good standing hereby nominate:

_____, a Travel Penticton Society Voting
Member in good standing to the Travel Penticton Board of Directors representing the following tourism
industry sector (check one):

- Accommodation (50 or more rooms) – two (2) seats
- Accommodation (Less than 50 rooms) – one (1) seat
- MICE (Meetings, Incentives, Conferences, Events)/Sport Tourism – one (1) seat

Signature of Nominator: _____

Full Name of Nominator: _____

Representing (name of business): _____

NOMINEE

I, _____, a Travel Penticton Society Voting
Member in good standing having read and understood the requirements of the position, agree to them and
accept this nomination.

If required, I have had the **Authorization/Consent to Represent** signed and same is submitted herewith.

Signature of Nominee: _____

Full Name of Nominee: _____

Representing (name of business): _____

GENERAL BOARD DUTIES & RESPONSIBILITIES

Board Focus

- Outward vision rather than internal preoccupation.
- Encouragement of diversity in viewpoints.
- Strategic leadership not administrative detail.
- Clear distinction of Board and ED roles.
- Collective rather than individual decisions.
- Future rather than past or present.
- Proactive rather than reactive.

DUTIES & RESPONSIBILITIES OF INDIVIDUAL DIRECTORS & APPOINTED REPRESENTATIVES

- Upon appointment to the Board, review the Constitution, Bylaws and Board Governance Manual of the Society and commit to adhere to the policies and procedures outlined therein.
- Maintain a reliable and consistent attendance record at Board Meetings (A Director missing three meetings in any one-year term without reasons acceptable to the Board Executive, notwithstanding major unforeseen circumstances will be dismissed from the Board).
- Participate in at least one Committee.
- Prepare for Board and committee meetings by reading reports and background materials beforehand.
- Be knowledgeable about the tourism industry and the environment in which it operates.
- Provide an outside perspective on the strategic issues facing the Society.
- Contribute and add value to discussions.
- Understand the difference between governing and managing and not encroach on the ED's area of responsibility.
- Respect the policy that establishes primarily the Chair and secondly the ED as the organizational spokespersons.
- Publicly support Board approved policies and positions on decisions and issues.
- Respect the code of conduct, conflicts of interests and confidentiality requirements of the Society, as outlined in the bylaws.
- Attend Society related social events, whenever possible.
- Evaluate individual and Board performance annually.
- Adhere to the Society's inclusion statement, as outlined in the Constitution, and not subscribe to any form of intimidation or bullying of other Board or Staff Members.

Authorization / Consent

I, _____, the undersigned, being the owner of
(Name of Owner/Position with Business)
_____, (hereinafter referred to as the “Business”) do hereby
(Legal Name of Business/Operating As Name)
constitute and appoint _____, (hereinafter referred to as
(Name of Representative)
the “Representative”) to represent the Business, as a Director on the Board of Directors of the
Travel Penticton Society.

The Representative will hold a position as Director in the following tourism industry:

- Accommodation (50 or more rooms)
- Accommodation (Less than 50 rooms)
- Winery/Brewery/Distillery/Agritourism
- Restaurant/Retail
- Attraction/Arts & Culture
- MICE (Meetings, Incentives, Conferences & Events)/Sport Tourism
- At Large

Dated this _____ day of _____, 2024

Signature

Name in Print: _____