

Chair Selection Process

The 12-member Board is electing its first chair under the amended Bylaws that took effect September 16, 2019 and in keeping with the process developed at the workshop on September 6, 2019.

Based on the discussion at the September 6, 2019 Board/Staff workshop, below is the outline of the process for selecting the first Chair of the Board. Board members agreed external consultant Cheryl Mitchell would facilitate the process for the election of this first chair under the amended bylaws effective September 16, 2019.

1. The Board Chair position is for the term ending June 30, 2020.
2. Board members can nominate someone or self-nominate.
 - a. The bio of the Nominee should be short, succinct and address skill set and experience;
 - b. The bio should relate to the characteristics identified in the Board Workshop (attached).
3. Facilitator will validate nomination with each Nominee to ensure that they are willing to be elected chair, and also offer an opportunity to withdraw.
4. Facilitator will send the list of nominees and bios to the Board.
5. Board members will send their votes by secret ballot back to the facilitator.
 - a. If there is only one nominee, that individual must receive more than 50% of the votes.
 - b. If there is a tie, I will send out an email for a re-vote.
6. If a Chair has been confirmed in the first vote, the facilitator will then advise each individual nominee of the results.
7. Facilitator will then confirm the Chair with the Registrar/CEO
8. There is a Board Meeting to ratify the process to elect the Board Chair, and to receive the results of the vote and welcome the newly elect Board Chair at the first meeting of the Board scheduled for September 26, 2019 at 5:00 pm.
9. Please note that the final individual voting results will be given to CDSBC in a sealed envelope.



Summary Table of Timeline

PROCESS	TIMELINE
Board selects facilitator for process (Cheryl Mitchell).	Done: September 6, 2019
<p>Board Members to nominate someone or self-nominate. Please send the nomination and bio directly to Cheryl Mitchell:</p> <p>The Bio should be short, succinct and address skill set, experience and characteristics identified in the Board Workshop (attached to email).</p>	Deadline: 11:00 pm, September 18, 2019
Cheryl Mitchell to validate with Nominees that they are willing to Chair (built in ability to withdraw).	Deadline: 11:00 pm, September 19, 2019
Cheryl Mitchell to send list of nominees and bios to Board Members.	Deadline: 11:00 pm, September 20, 2019
<p>Board Members send their votes (secret ballot) to Cheryl Mitchell:</p> <p>-If there is only one nominee, that individual must receive more than 50% of the votes.</p> <p>-If there is a tie there will be a re-vote.</p>	Deadline: 11:00 pm, September 23, 2019
Cheryl Mitchell to advise nominees of the results by phone.	Deadline: 6:00 pm, September 24, 2019
Cheryl Mitchell to send the nominee with the most votes to CDSBC Registrar/CEO.	Deadline: 9:00 pm, September 24, 2019
Board Meeting to accept the process to elect the Board Chair, and to resolve to accept results of the vote and officially elect Board Chair.	First Board Meeting after September 16, 2019: September 26, 2019 at 5:00 pm
<i>*The final voting results will be given to CDSBC in a sealed envelope.</i>	