



**NOMINATION FORM**

We, the undersigned, nominate \_\_\_\_\_, of \_\_\_\_\_, Nova Scotia, as a Director of the Board of Valley Credit Union Limited.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_, Nova Scotia.

**Signed:** *(XXXXXX supporting Credit Union Members)*

1. \_\_\_\_\_

Please print name: \_\_\_\_\_

2. \_\_\_\_\_

Please print name: \_\_\_\_\_

.....  
I, \_\_\_\_\_, hereby agree to let my name stand for the Board of Directors of Valley Credit Union, and confirm my eligibility in accordance with the credit union by-laws.

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Phone Number (home)*

\_\_\_\_\_  
*Phone Number (work/other)*

\_\_\_\_\_  
*Mailing Address*

*(Please include a copy of the Background Information Scan Sheet)*

**SCAN SHEET**  
**Background Information**  
**Candidate for Board of Directors**

Name: \_\_\_\_\_

Involvement in the Credit Union: \_\_\_\_\_

Involvement in Other Community Organizations: \_\_\_\_\_

Skills / Experience to Bring to the Board: \_\_\_\_\_

Comments: \_\_\_\_\_

## ROLES OF THE BOARD OF DIRECTORS

The board of directors shall follow the duties and responsibilities as set out in the Credit Union Act and Regulations. A summary is listed below:

- A) Establish the corporate mission, objectives and policies for the direction of the credit union.
- B) Review mission, objectives and policies on a regular basis.
- C) Establish and maintain the organization of the board, including clearly described responsibilities, authorities and relationships.
- D) Select the President & CEO, establish job description, approve work plan, appraisal performance, decide compensation and approve development plans for the President & CEO.
- E) Establish the organizational structure to operate the credit union; approve and monitor personnel policies, salary structure and personnel programs.
- F) Approve and monitor the financial structure, policies and budgets.
- G) Establish comprehensive plans for services and facilities.
- H) Identify key performance areas of the credit union in the components of people, money and development.
- I) Analyze and evaluate progress toward achieving the credit union's objectives and goals.
- J) Maintain the democratic control structure and a well-informed, participative membership.
- K) Ensure effective board operation and development.
- L) Maintain effective relations with other co-operatives, with the community and with government.
- M) Ensure the credit union maintains adequate bonding and insurance coverage.
- N) Encourage directors to give leadership by supporting and promoting their credit union.
- O) Conduct annual board appraisals and complete training and development plans.
- P) Disclose conflicts of interest as outlined in the Conflict of Interest Agreement in your Policy Manual.
- Q) Declare dividends if not required by the By-laws at the annual meeting.
- R) Need to enroll in a director training program