

Red Deer District Chamber Board Nomination Package **2026–2027 Term**

About the Red Deer District Chamber

Established in 1894, the Red Deer District Chamber is a non-partisan, member-driven organization dedicated to advancing business success and fostering a thriving, sustainable economy in Red Deer and the surrounding region. Today, we proudly serve approximately 800 member businesses through impactful advocacy, valuable programming, and strategic partnerships.

Chamber Facts

- We are an independent, non-profit organization, and we do not receive government funding.
- We work collaboratively with all levels of government to ensure the voice of business is heard in policy and decision-making.
- Our funding is generated through membership fees, events, sponsorships, advertising, and our strategic partnership in Agri-Trade Equipment Expo.
- Our origins date back to a group of visionary local businesspeople who united to create a more prosperous community.

Serving on the Board of Directors

Board Members play a vital leadership role in shaping the future of our business community, we are seeking individuals who bring diverse perspectives, a commitment to governance excellence, and a passion for the local business community to join our Board of Directors.

Ideal Characteristics of a Board Member

- Strong analytical and communication skills; able to collaborate and lead in group settings.
- Willingness to actively participate in board meetings, committee work, and organizational initiatives.

- Commitment to continuous learning and development in areas such as fundraising, financial literacy, and governance.
- Demonstrated integrity, inclusivity, and community-minded leadership.

Board Commitments

Board Members are expected to:

- Uphold and adhere to the Chamber's Bylaws and Policies and contribute to their continuous improvement.
- Prepare for and attend all regular board meetings held monthly, the Annual General Meeting (AGM), and the Organizational Meeting immediately following the AGM.
- Participate in orientation, strategic planning, and training sessions.
- Dedicate a minimum of two hours per month to Chamber activities.
- Actively represent and advocate for the interests of the membership and broader business community.
- Stay informed on municipal, provincial, and federal issues impacting the business environment.
- Respect confidentiality and always maintain professionalism.
- Serve on Chamber committees such as Audit & Risk or Policy & Governance, Advocacy, Events, Executive, Marketing, and Membership.
- Attend and support Chamber events throughout the year.
- Remain in good standing by maintaining attendance and engagement; a Director may be removed after two unexcused absences without prior approval from the President.

Core Board Responsibilities

- Define and Review the Mission & Vision
Ensure the Chamber's goals and purpose are clearly articulated and aligned with community needs.

- **Appoint and Support the CEO**
Select, support, and evaluate the Chief Executive Officer to lead the Chamber effectively.
- **Engage in Strategic Planning**
Contribute to the development and oversight of the Chamber's strategic priorities and direction.
- **Ensure Program Effectiveness**
Monitor the relevance and impact of programs and services in alignment with the Chamber's mission.
- **Secure Financial Resources**
Help ensure the Chamber has the funding required to operate and thrive.
- **Safeguard Financial Health**
Provide oversight for budgeting and financial controls to protect the Chamber's assets.
- **Board Governance**
Participate in recruitment, onboarding, and evaluation of board members to build a strong governance team.
- **Uphold Legal and Ethical Standards**
Ensure the organization complies with applicable laws and operates with transparency and integrity.
- **Advance Public Trust and Visibility**
Promote the Chamber's mission and achievements within the broader community and foster external relationships.

Board of Directors' Legal Duties

1. Duty of Care

Act with the diligence and prudence expected of a reasonably informed person in a similar role.

2. Duty of Loyalty

Place the interests of the Chamber above personal gain and avoid conflicts of interest.

3. Duty of Obedience

Remain faithful to the Chamber's mission and comply with all governing laws and internal regulations.

Beyond legal obligations, board members serve as ambassadors, advisors, and strategic leaders—helping to guide the Chamber's culture, impact, and long-term sustainability.

Board of Directors Nominations

In accordance with the Bylaws and policies of the Red Deer & District Chamber of Commerce, nominations are open for the 2026- 2027 Board of Directors from August 28, 2026, to September 11, 2026.

Qualification of Members

To qualify for nomination, members must:

- Hold a Regular, Connect, Grow, Influence, or Lead Membership with the Red Deer District Chamber; Associate, Individual/Student Tier Members are unable to stand for the board.
- Be a member in good standing for at least one (1) year.

- Send completed nomination forms **prior to 4:30 pm on September 11, 2026**, to **info@reddeerchamber.com** to be considered by the Nomination Committee.

Voting Process

- The Red Deer District Chamber Nomination Committee Reviews Nominations.
- Candidate profiles will be completed and made available to all Red Deer District Chamber voting delegates by September 21, 2026.
- Online voting will open to the primary representative of each eligible member on September 21, 2026, and closes at noon on September 30, 2026.
- Only one vote per Regular, Connect, Grow, Influence, or Lead Membership with the Red Deer District Chamber; Associate, Individual/Student Tier Memberships are exempt from voting.
- The successful candidates will be announced and approved by resolution at the October 6, 2026, Annual General Meeting.

In accordance with Red Deer & District Chamber of Commerce Bylaws, Candidate Nominations are required for **four (4) elected positions** to the Board of Directors. Chamber Bylaws prescribe a **total of 11 elected positions** on the Board.

Nominations may be made by returning a completed **2026 – 2027 Board of Directors Nomination Package** which includes:

- A completed **2026–2027 Board of Directors Nomination Agreement form**, and
- A **200-word biographical outline for the nominee**, consisting of the nominee's name, employer, position, experience, and reason for seeking election.

- A **picture** (headshot, .jpg format) which will be posted together with candidate's biographical outline on the Chamber's website.
- Incomplete or late nomination packages will not move forward for election.

Completed Nomination packages must be received at the Red Deer District Chamber office **no later than 4:30 p.m. on Wednesday, September 11, 2026, to info@reddeerchamber.com**

Board Positions Becoming Vacant

Directors are elected by the membership for a term of three (3) years with a maximum of two (2) consecutive terms. Directors who have served a total of six (6) consecutive years as a Director are not eligible for re-election to a new term for a period of two (2) years.

There two existing Board Members up for re-election, two vacant positions and seven existing Board Members who have terms that continue through 2026–2027.

The positions of President, Vice President and Secretary are elected annually following the Annual General Meeting of the Red Deer District Chamber.

2026–2027 Board of Directors Nomination Agreement Form

NOMINEE

I have read and fully understand the preceding pages outlining the responsibilities and obligations of a Director for the Red Deer District Chamber.

By signing and returning this form, I acknowledge that I am a Regular, Connect, Grow, Influence or Lead Member in good standing for at least one (1) year with the Red Deer District Chamber.

I have provided this written consent and are prepared to let my name to be considered by the Nomination Committee for the 2026–2027 Red Deer District Chamber Director Election and will commit to carry out my responsibilities should I be elected:

Name: _____

Company: _____

Address: _____ **Postal Code:** _____

Phone: _____ **Email:** _____

Signature: _____ **Date:** _____

NOMINATORS

In accordance with Chamber Policy, this written consent of intent to serve as a Director must be accompanied by two (2) nomination signatures provided by two (2) Red Deer District Chamber Members in good standing.

Nominator #1

Print Name: _____ Signature: _____

Nominator #2

Print Name: _____ Signature: _____