



NOMINATION FORM – YAA Board of Directors

Thank you for your interest in being nominated to stand as a board member. On behalf of the Association, the board has a duty of care to provide fiduciary oversight, strategic direction, and generative thinking. YAA has a board policy manual, which governs the way in which the board operates. Please review the following information, which is an excerpt from the manual. It will provide you with a helpful introduction to the responsibilities of the board and of board members.

The board as a whole has the responsibility to:

- Represent the interests of membership and protect the organization as a whole;
- Create and manage a governance structure;
- Carry out the mandate of the organization;
- Ensure that the organization is being operated in a legal and sustainable manner;
- Oversee the YAA in accordance with the Societies Act of Yukon and YAA by-laws;
- Develop proposed by-law changes where necessary;
- Make decisions in duly convened board meetings;
- Develop general budget and financial reporting parameters for each fiscal year;
- Ensure that strategic and financial plans are current and updated annually;
- Ensure an annual operating plan is developed to execute the strategic plan;
- Review progress of the annual operating plan quarterly;
- Conduct a formal review of the Executive Director on an annual basis; and
- Evaluate the board's effectiveness annually.

All directors shall:

- Be a YAA member in good standing for at least one year;
- Have skills or knowledge relating to Yukon agriculture;
- Ideally, have knowledge about board governance (e.g. policy, personnel, strategy);
- Maintain an active email account;
- Annually sign the *YAA Director Commitment Document*;
- Participate in board orientation and board training;
- Attend scheduled board meetings, the AGM, and assigned committee meetings;
- Notify the YAA office if unable to attend a board meeting;
- Review meeting minutes in a timely manner to ensure accuracy;
- Be properly prepared for board deliberation;
- Support all board and organizational decisions outside of the boardroom, regardless of personal opinion or voting stance (see *YAA Grievance Policy*);
- Respect the confidentiality of privileged information;
- Participate in strategic and financial planning;
- Serve on committees and/or advisory groups; and
- Attend special YAA events.

- I have read and understand the information listed above.
- I am willing to stand as a Director and will provide YAA with a statement of interest **OR**
- I am willing to stand as president (*existing board members only*) **OR**
- I am willing to stand as secretary-treasurer and will provide YAA with a statement of interest.

Members who are interested in sitting as a board member are encouraged to review the YAA website and in particular the page that outlines the Association's governance: www.yukonag.ca/policies.

Name of Candidate _____ Signature _____ Date / /

Please return this form to: YAA, executivedirector@yukonag.ca