



1/7/2021

Nominating Committee Meeting

Minutes of January 7, 2021

ATENDING DIRECTORS:

Allan Sheppard
Nancy Brown, Chair
Van Darling
Bill Dorland
Dave Rutherford

ATENDING STAFF:

Barb Dinnage, Compliance Officer

Barb Dinnage
SECRETARY

MISSION

“To protect our future as if it’s our own”

VISION

“Our family striving to provide you with peace of mind by protecting your tomorrows today”

Opening of the Meeting

Chair, Nancy Brown, brought the meeting to order at 1 p.m.

Nancy called the meeting to order for the purpose of reviewing the Skills Matrix, Protocol for releasing packages to candidates, Protocol for approaching candidates and any possibly by law changes necessary.

Some of the considerations that are being sought in the next board appointments are legal background, technical skills, government relations, gender, and cultural diversity.

The committee reviewed the resource documents available.

From the Director Competencies Framework, a key statement in this document that was pointed out is: “Those choosing directors should not lose sight of other equally important characteristics that individuals require in this role. Common sense, personal initiative, honesty, leadership, teamwork, respect for others, and a dedication to mutuality are just some of the necessary traits that every director **must have**. These traits when combined with the right mix of competencies distinguish the truly successful director.”

Next, the Introductory Director Package was looked at.

Areas to review/update:

Page 3 Moved to current location in 1981

Page 3 check that policy count and annual premium is correctly noted.

Page 3 update mission and vision statements

Page 4 check staff count correct, make sure website is up to date
management team updated

Page 6 relook at Board Meeting format to include possible virtual meetings

Next, a review of the Director Full Package was looked at.

Areas to review/update:

Page 3 update management team. Add CIP for Bryce, Update Steve Degree, Donna accounting designation

Page 19 update flow chart of staff and titles

Page 23 update service standards as they may need to be changed during pandemic
Page 33 Update Farm Re

Discussion on our current by law that states that a candidate must have a policy in good standing for the past 3 years.

The committee would like to review this with the full board at the January meeting. This will allow time for the board to propose by law changes if necessary.

The committee felt that we could miss out on a great candidate based on the current bylaw.

The committee feel that a discussion with the full board of what we are looking for in an ideal candidate should take place at January board meeting. The board needs to be asked, if they have any candidates in mind. This committee would like to have the names of candidates by the February 11, 2021 board meeting. This will allow time if necessary to seek out additional candidates.

This committee would like to put forward a motion at the next board meeting as follow:

Motion:

Appointed board members must have a policy in force at the time of the first election at the following AGM and maintain a policy in force throughout their time on the Board.

Bringing this motion forward will allow for discussion with the full board.

The committee discussed pros and cons to this change for consideration:

Pros

Being able to secure a suitable candidate
Finding a candidate to meet our skills matrix

Cons

Possible disgruntled past policyholder that may decide to run for board
Possible policyholder that doesn't meet underwriting guidelines
Geography/territory of director

The next steps for this committee are:

Schedule February 18, 2021 meeting at 1 p.m.

Set a deadline at January board meeting to have potential candidates names submitted to the committee by February 11, 2021

Have Director introductory and full packages updated for February 18th meeting.

Develop interview questions. Have Alec reach out to other mutuals and ask if they have a template they are willing to share? Have this back to committee by February 11, 2021.

Review possible candidates, then reach out for resumes and letter of interest from them. This will be moving towards July interviews and following the Draft timeline for the nominating committee.

Van, Bill and Dave need to have an interview prior to annual meeting as they are standing for re-election. This can be done following the January board meeting by remaining on the Zoom call. As all incumbents are on this committee, Nancy will reach out to a couple of other board members to participate.

Meeting adjourned at 3:09 p.m.