

September 8th, 2022

Nominations Committee Report

Earlier this summer, the Board of Directors of BCS appointed new members of the BCS Nominations Committee to fill a vacancy, increase the number of members of the Nominations Committee and add an independent member, in keeping with the Terms of Reference for the Nominations Committee as published on the BCS website.

The BCS Nomination Committee has met to discuss, among other things, how it may assist with the process for the nominations and elections at the AGM. To facilitate an orderly and transparent AGM and director election process in keeping with the BCS Bylaws, the Not-for-Profit Corporations Act and regulations, the Nominations Committee has prepared this document that sets out information regarding the positions up for election and the nominations process.

Please read this document carefully as there is important information about eligibility requirements and deadlines as well as the nomination and election process.

The Board of Directors of BCS has set the date for the **AGM** as **September 29th, 2022**.

The Board of Directors has also established the **record date of September 21, 2022 (5:00 pm MDT)** for the purposes of determining whether an individual is a **member of BCS eligible for election as a director**.

In addition, under the BCS by-laws, since no formal member proposals or nominations has been received by BCS as of the date of Notice of AGM, all nominations will be made at the AGM. The BCS by-laws also require candidates to be present at the AGM in order to be eligible to be elected.

That means that **to be eligible to elected as a director at the AGM, a person must be a MEMBER of BCS as of 5pm MDT on September 21, 2022 and PRESENT at the AGM**.

For ease of reference, please find following the link to the BCS bylaws that are on the website:

https://www.bobsleighcanadaskelton.ca/files/BCS%20Bylaws_July2013_Final.pdf

If you have any questions or concerns, please do not hesitate to contact the Nominations Committee via the admin@bobcanskel.ca email address.

In addition, below for reference please find recap information about the 2020 & 2021 AGM elections and Nominations Committee activities.

1. Nominations & Elections at the 2022 BCS AGM

Positions to be elected at the 2022 BCS AGM

As per the BCS Bylaws, the following positions are up for election at the 2022 BCS AGM.

President & Director-at-Large Positions

The BCS Nomination Committee confirms that the following positions are up for election at the 2022 AGM for a 4 year term:

- President – currently Sarah Storey
- One Director-at-large position – currently vacant

All BCS members (Class A and Class B) may vote in the election for these director positions, which will take place during the BCS AGM as per the Notice.

Class B Member Directors' Election

The BCS Nomination Committee confirms that the following positions are up for election at the 2022 AGM for a 1 year term:

- Bobsleigh Class B Representative Director – currently Cody Sorensen
- Skeleton Class B Representative Director – currently John Worden

Only Class B members elect their respective directors (skeleton & bobsleigh).

Please note that the Class B Representative Directors will be elected at the respective National & National Development Team (Class B member) Meeting portion of the AGM as set out in the Notice of the AGM (not during the main AGM).

Please find helpful information about Athlete Representative Directors from AthletesCAN for your consideration:

https://athletescan.com/sites/default/files/images/athletescan_ad_guide_book_vf.pdf

2. Eligibility for Election as a Director

BCS Bylaw requirements

Please take note of the eligibility and nomination requirements in the BCS bylaws (excerpt below):

26. Number of Directors

Candidates to be elected to the board must be members in good standing and, subject to section 18 [which relates to formal member proposals made under the Not-for-Profit Corporations Act], must be nominated by at least two members in writing. The nomination shall contain the nominee's consent to stand for election and a brief personal profile of the nominee. The slate of nominees proposed for election shall be circulated along with each profile with the notice of meeting. Candidates may also be nominated from those voting members present at the Annual General Meeting. No person that is the President of a Provincial/territorial association may be nominated as the director to be designated as the President.

For ease of reference, please find following the link to the BCS bylaws that are on the website:

https://www.bobsleighcanadaskelton.ca/files/BCS%20Bylaws_July2013_Final.pdf

At the time of sending Notice of the BCS AGM 2022, BCS had received no formal member proposals or other written nominations for the nomination of directors at the AGM. Therefore, no proposals or confirmed nominations were circulated with the Notice.

However, BCS's by-laws permit nominations to be made at the AGM from those voting members present at the AGM.

To ensure an orderly meeting and that nominated persons are eligible for election as a director, the BCS Board of Directors has established a **record date of September 21, 2022 (5pm MDT)** for the purposes of determining the voting members of BCS.

That means that **to be eligible to elected as a director at the AGM, a person must be a MEMBER of BCS as of 5pm MDT on September 21, 2022 and PRESENT at the AGM.**

If you have any questions or concerns, please do not hesitate to contact the Nominations Committee via the admin@bobcanskel.ca email address.

3. Circulation of Nominations Received Ahead of the AGM

To facilitate the elections process, the Nominations Committee wishes to provide the opportunity for members to receive information in advance of the AGM regarding any candidates who wish to declare their intention to run for director positions in advance.

To that end, the Nomination Committee confirms that any proposed nominations received by admin@bobcanskel.ca by 5pm MDT on **September 21st, 2022**, will be circulated to all BCS members along with any short biographical information you provide ahead of the AGM for review and consideration. Proposed nominations that cannot be confirmed as eligible will not be circulated.

It is not a requirement for nomination that this information be provided or circulated in advance of the AGM. The Nominations Committee has proposed this process to facilitate the meeting and to provide the opportunity for information regarding candidates to be circulated to members in advance of the meeting.

All nominations will be made from the floor during the AGM. Nominations may be made from the floor without advance notice in accordance with BCS's by-laws.

Please be reminded that **to be eligible to elected as a director at the AGM, a person must be a MEMBER of BCS as of 5pm MDT on September 21, 2022 and PRESENT at the AGM.**

4. Summary of Important Dates

Notice of AGM	September 8 th , 2022
Record Date for those eligible to receive notice and vote at the 2022 BCS AGM (as set in accordance with the Not-for-Profit Corporations Act)	Noon MDT September 8 th , 2022
Record date (deadline) for membership for the purposes of being eligible to be elected as a director at the 2022 BCS AGM (as set in accordance with the BCS by-laws Not-for-Profit Corporations Act)	5pm MDT September 21 st , 2022
Proposed nominations received by this date will be circulated ahead of the 2022 BCS AGM	5pm MDT September 21 st , 2022
Deadline for deposit of proxies (see Proxy Form & Instructions)	2pm MDT September 27 th , 2022
Date of AGM (as per Notice)	2pm MDT September 29 th , 2022

Please note: as per the 2022 BCS AGM Notice, additional information regarding registration will be provided to members in advance of the meeting.

5. 2020 & 2021 AGM Nominations & Elections Recap

We remind you that ahead of the 2020 and 2021 AGMs, which took place in December 2020 and September 2021, the Nomination Committee evaluated the skills of the currently serving directors including those standing for re-election to identify any key skills gaps, in accordance with an established competency matrix. The Nomination Committee found that the current board has a broad range of skills that fit with the main activities of BCS and that there were no specific gaps that need addressing in this upcoming election.

As notified to the members in September 2021, the Nomination Committee, in line with its mandate from the Board of Directors, is committed to continuing to identify opportunities to add skills and perspectives to the BCS Board. In keeping with this, the Nomination Committee welcomes any suggestions or comments from the membership directly or through the Athletes' Council or Athlete Representatives.

At the 2020 BCS AGM a new director and Olympic and National Team bobsleigh alumnus Mr. Sheridan Baptiste, was elected to the vacant director-at-large position and Dr. Norris and Ms. Hatt were re-elected to their positions of Vice President and Treasurer, respectively. Additionally, during the annual Athlete Representative Director elections, Mr. Sorensen was re-elected for Bobsleigh and Mr. Worden was newly elected for Skeleton.

In 2021 the Athlete Representative Directors, both bobsleigh and skeleton, were re-elected.