

CALL FOR NOMINATIONS

TEACHERS PLUS CREDIT UNION BOARD OF DIRECTORS

Teachers Plus Credit Union (TPCU) is a member owned organization. As such, the members elect their Board of Directors at their Annual General Meeting. The Annual General Meeting will be held on April 06 of this coming year (2024).

The TPCU Board represents members from different parts of the province and each year a number of Director positions are posted for election. This year (2024), TPCU is looking for members interested in filling Director positions from the following four areas:

- 1 seat from Central
- 3 seats from HRM

While all members representing these areas are encouraged to seek election the Board is attempting to broaden its representation by attracting young members, female members and/or financially informed members as Directors.

The opportunity to serve on the Board is both a challenging and rewarding experience. In this regard we meet approximately 6 times a year (May, July, September, November, January and March) at meetings that are of about 1 day (Board-1/2 day, Committees-1/2 day) duration. The schedule of meetings is available after input from all directors within 2 months of the AGM.

Each Board member is paid a stipend of \$116 per month and incurred expenses are reimbursed. Active teachers are provided substitutes when meetings occur during the work week. Most meetings are held on Thursday afternoon and Friday morning, this is currently under discussion and may move to different days.

Each Director is provided with the technological resources necessary for carrying out their responsibilities and educational requirements. The legal qualifications and responsibilities are found on the application form below.

Educational Requirements: All first term Directors are expected to complete Level A **Foundations of Governance Program** over their three year term. This consists of seven web tutorials titled:

- Overview of the Credit Union System
- Board's Roles and Responsibilities
- Director's Roles and Responsibilities
- Legal Basics
- Financial Statements
- Asset and Liability Management
- Monitoring Credit Union Performance

Upon completion of these tutorials all participants are required to complete a full day workshop **Foundations of Governance in Theory and Action**. **Level B courses are also required following the completion of Level A.**

All nominees are requested to read and complete the attached three (3) page form. Following verification of qualifications two members of the Governance and Nomination Committee will provide by-law required signatures. Nominees are invited to provide a single page (letter sized) description of their suitability for the Director's position. This description will be shared with all members attending the AGM (April 06, 2024). Nominees are also given the opportunity to address the AGM on their qualifications for 3-5 minutes.

PLEASE NOTE NOMINATIONS USING THIS PROCESS CLOSE ON **March 15, 2024**. IN THE EVENT OF A NOMINATION REPORT HAVING INSUFFICIENT NOMINEES, NOMINATIONS MAY BE MADE FROM THE FLOOR AT THE ANNUAL GENERAL MEETING

Prospective candidates are encouraged to contact any of the following Directors for further information.

Derek Harvey at derek.harvey@gmail.com



Board of Directors Qualifications/Eligibility

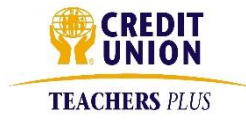
STATUTORY & BY-LAW QUALIFICATIONS FOR ELIGIBILITY

Qualifications

To meet the statutory qualifications of the Credit Union Act (Nova Scotia) and the By-Laws & Policies of Teachers Plus Credit Union candidates shall:

- 1) Have attained the age of nineteen (19) years of age.
- 2) Be an active member of Teachers Plus Credit Union.
- 3) Be a natural person
- 4) Be a citizen of Canada.
- 5) Be eligible for bonding
- 6) And cannot be:
 - (a) an undischarged bankrupt;
 - (b) a current employee of the Credit Union,
 - (c) anyone who in the past two years has been an employee of the Credit Union, Atlantic Central or the Nova Scotia Credit Union Deposit Insurance Corporation;
 - (d) an auditor, or a partner of the auditor's firm, of the Credit Union;
 - (e) a member who is in arrears for more than ninety days under a debt obligation to a credit union;
 - (f) the solicitor, or a partner of the solicitor's firm, of the Credit Union; or
 - (g) a civil servant whose official duties are concerned with the affairs of the Credit Union,
 - (h) a person who is in breach of any policy of the Credit Union.

Please Note: Immediate family of Board members cannot stand for Nomination or Appointment to the Teachers Plus Credit Union Board. Immediate Family is defined as your spouse (including common law and same sex partners), parents and grandparents, children and grandchildren, siblings, mother-in-law, father-in-law, brothers-in-law, sisters-in-law, daughters-in-law and sons-in-law, and step family.



Board of Directors Duties & Responsibilities

Subject to the CU Act, the Regulations and these Charter By-laws, the Board of Directors shall be responsible for the general management of the affairs of the credit union and, without limitation, shall:

- A. Authorize termination of membership and establish the form and manner in which all applications for membership or associate status are accepted. The Board of Directors may delegate to the C.E.O the authority to approve applications for membership or associate status.
- B. Establish the manner in which interest rates on loans, and deposits are determined,
- C. Declare such dividends and loyalty refunds as these Charter By-laws may authorize,
- D. Appoint a credit committee and an audit committee and any other committees it deems necessary and delegate appropriate levels of authority to these committees,
- E. Approve a loan policy for the credit union,
- F. Approve an investment policy and authorize investments on behalf of the credit union,
- G. Approve all other policies deemed necessary for the effective operations of the credit union,
- H. Ensure effective internal controls processes are in place for the Credit Union
- I. Oversee the risk management program of the Credit Union,
- J. Ensure the credit union maintains adequate insurance and bonding coverage,
- K. Authorize the write-off of uncollectible loans
- L. Appoint signing authorities for the credit union
- M. Elect officers of the Credit Union
- N. Hire a C.E.O for the Credit Union
- O. Appoint delegates and alternate delegates as required by Central's By-laws and the policies of the Credit Union, and
- P. Perform such other duties as may be required by the Act and Regulations these By-laws, and to ensure the effective and efficient management of the credit union.
- Q. Fulfill all educational, meeting, and other stipulations outlined in the call for nominations



Nomination Application to Board of Directors (Confidential- Board Use Only)

Name :

Address:

Contact: (H) (cell)

(Email)

TPCU Account(s) number: * to confirm Membership

Qualifications/Eligibility- Please review thoroughly the qualification and eligibility requirements to become a TPCU Director.

I have reviewed and understand the documents pertaining to eligibility and certify compliance with the qualifications

Responsibilities- Please review thoroughly the expectations in becoming a TPCU Director including educational, time, and legal responsibilities

I have reviewed and understand the documents pertaining to responsibilities of a Director.

Signature

Date

Governance Committee Member _____ *Governance Committee Member*

Forward your completed form to

Claudette Angus Fax: 902-477-4108

Email: CAngus@teachersplus.ca or info@teachersplus.ca