



CALL FOR NATIONAL BOARD OF DIRECTOR NOMINATIONS

For more details on the nominating process you can consult the by-law section 5 located [here](#):

National Board Composition (by-law 4.2)

The Board of Directors shall be comprised of:

- 4.2.1 Six directors representing the regular members, one from each region. These regional directors shall be elected by all members in the applicable region. If regional director positions cannot be filled by regular members, nominations from the associate member class can be considered. Individuals may only hold one position on the Board of Directors.
 - One director from the British Columbia region
 - One director from the Alberta region
 - One director from the Prairie region (MB, SK & Thunder Bay)
 - One director from the Ontario region (excluding Thunder Bay)
 - One director from the Quebec region
 - One director from the Atlantic region (PEI, NS, NL, NB)
- 4.2.2 Four directors elected "at large" (candidates may be from any class of membership and shall be elected via ballots cast by all members)
- 4.2.3 One director representing the monitoring community (elected by associate members)
- 4.2.4 One director representing the vendor community (elected by associate members)
- 4.2.5 Up to four directors may be appointed at the discretion of the Board of Directors (i.e. Past President)

Role of a National Board Director:

CANASA relies on volunteer leadership to help advance its goal to promote CANASA as the voice of the security industry. Specifically, the role as a National Board Director is to:

- Determine organizational priorities and strategic objectives by constantly monitoring internal and external trends and member needs
- Establish and monitor policies on executive authority and governance processes to ensure accountability
- For additional information consult the by-law located [here](#):

Time commitments for your two year term are as follows:*

DATE	FORMAT/LOCATION	FOCUS/SCHEDULE
2017		
April 26, 2017	Annual General Meeting	<ul style="list-style-type: none"> • 2017-2019 Elections • 40th Anniversary Evening Event
April 27, 2017 9am – 5pm	Face-to-face / Laval (Security Canada East)	<ul style="list-style-type: none"> • First meeting of New Board
May 30, 2017 9am – 5pm	Face-to-face / Ottawa (Security Canada Ottawa)	<ul style="list-style-type: none"> • Appointment of Executive Committee • New Board Training
August 10, 2017 10am – 2pm	Teleconference Call	<ul style="list-style-type: none"> • Update meeting
October 2017 2pm – 7pm	Face-to-face / Toronto (Security Canada Central)	<ul style="list-style-type: none"> • Review draft 2018 business plan & budget • Monitoring Symposium October 17
December 8, 2017 10am – 2pm	Teleconference Call	<ul style="list-style-type: none"> • Approve 2018 budget and business plan • Appoint Committee Chairs for 2018 term
2018		
April 24, 2018 9am – 5pm	Teleconference Call	<ul style="list-style-type: none"> • Approval of financial statements
May 29, 2018 9am – 5pm	Face-to-face / Ottawa (Security Canada Ottawa)	<ul style="list-style-type: none"> • AGM • Approval of financial statements • Award presentations
August 9, 2018 10am – 2pm	Teleconference Call	<ul style="list-style-type: none"> • Update meeting
October 16, 2018 9am – 5pm	Face-to-face / Toronto (Security Canada Central)	<ul style="list-style-type: none"> • Review draft 2019 business plan & budget
December 5, 2018 10am – 2pm	Teleconference Call	<ul style="list-style-type: none"> • Approve 2019 budget and business plan • Appoint Committee Chairs for 2019 term
2019		
April 23, 2019 9am – 5pm	Face-to-face / Laval (Security Canada East)	<ul style="list-style-type: none"> • AGM (April 24 @ SCE) • Appointment of Board of Directors • Approval of financial statements • Award presentations
April 24, 2019	Annual General Meeting	<ul style="list-style-type: none"> • 2019-2021 Elections

*subject to change

Nomination Process:

The Nominating Committee is responsible for presenting a Board of Directors slate to members to ensure the Canadian Security Association (CANASA) is governed with excellence and vision and has begun the process.

At the October 18, 2016 National Board meeting, the following individuals were appointed, and have accepted the mandate, of participating as members of the Nominating Committee (for a one year term):

- Karen McGee (Chair), Shaw Sabey & Associates
- Anita Brunet, Tri-ed
- Neil Jones, ADT
- Steve Ricker, Honeywell Security and Fire

CANASA's By-law states that these individuals may not stand for election onto the National Board (but they may be appointed).

Nominating Procedure:

- a) No later than December 25, 2016, the Nominating Committee shall seek in writing to Members, the names of eligible Members to consider for possible nomination as Directors for the available positions. This notice will include an application for potential Directors.
- b) Applications to the Board of Directors must be signed by the applicant and received before January 27, 2017 at 5pm ET.
- c) The Nominating Committee shall consider all applications and the proposed slate of Directors will be circulated to all Members, no later than February 26, 2017.
- d) After the slate has been circulated, should a Member wish to stand for election for a position, they shall obtain a nomination form from CANASA. The nomination form, signed by at least five voting Members, may be submitted to the Nominating Committee within 15 days of the date of the slate announcement.

Questions?

At any time throughout this process, you can contact Nominating Committee Chair Karen McGee by calling (604) 639-5965 or emailing nomination@canasa.org



NATIONAL BOARD OF DIRECTOR APPLICATION

APPLICANT NAME: _____

CURRENT EMPLOYER: _____

JOB TITLE _____

YEARS OF EXPERIENCE IN SECTOR: _____

PHONE: _____

E-MAIL: _____

LINKED IN ADDRESS: _____

CANASA POSITION CURRENTLY APPLYING FOR:

- BC Representative
- Alberta Representative
- Prairie Representative (MB, SK & Thunder Bay)
- Ontario Representative (excluding Thunder Bay)
- Quebec Representative
- Atlantic Representative (PEI, NS, NL, NB)
- Monitoring Community Representative
- Vendor Community Representative
- Director "At large" (4 positions available)

APPLICANT SIGNATURE: _____ **DATE:** _____

Application must be received by Friday, January 27th, 2017 at 5:00 p.m., EST. Email *Karen McGee, Chair of the Nominating Committee* at nomination@canasa.org

NATIONAL BOARD OF DIRECTOR CRITERIA

The Nominating Committee will review the following factors when considering applicants for possible nomination as Directors on CANASA's National Board. Please rate your level of competence for each item, 5 being the highest rating.

Board Core Competencies

1. Governance

Competency	1	2	3	4	5
Demonstrates an understanding of the distinction between governance and management and acts appropriately in a governance role.					
Shows a good appreciation of the Association's mission and strategic plan, able to evaluate and provide insight into strategic direction.					
Contributes to the achievement of the Associations objectives by effectively applying knowledge, experience and expertise to the issues confronting the Association.					
Provides insights into Board effectiveness and identifies opportunities to enhance Board application of governance models and theoretical frameworks.					

2. Knowledge and Judgment

Competency	1	2	3	4	5
Demonstrates adequate knowledge of the profession to understand and question the assumptions upon which the Association's business plans are based.					
Demonstrates sufficient knowledge of financial matters to judge financial indicators of the Association's performance.					
Appropriately questions data and information presented to the Board for its deliberations.					
Demonstrates an ability to identify the costs, benefits and risk implications of Board decisions.					

3. Participation and Preparation

Competency	1	2	3	4	5
Evidences diligent preparation for meetings (is prepared, knows material and actively participates).					
Arrives on time, is attentive and present for the duration of all meetings.					
Available when needed, accessible and approachable.					
Accepts and volunteers for tasks and related work that furthers the strategic direction of the Association.					

4. Communication

Competency	1	2	3	4	5
Respects the confidentiality of the Association's business information and the deliberations of the Board.					
Contributes meaningfully and knowledgeably to Board discussions, providing valuable input and advice to management.					
Expresses views frankly and openly in Board meetings.					
Listens to, respects and encourages the expression of opinions by other members.					

5. Teamwork

Competency	1	2	3	4	5
Demonstrates a high standard of personal values and ethics and expects ethical behaviour by members of the Association.					
Interacts well with other Board members, staff and membership as appropriate.					
Shows sensitivity to complex relationships that exist among governments, the association, special interest groups, the Board President and Executive Director.					
Understands the importance of solidarity in Board decisions, even though the Director may not agree with the decision taken.					

6. Overall Board Performance

Competency	1	2	3	4	5
Makes a positive contribution to the long term viability of the association as a professional association and the succession of the Board.					
Demonstrates an ability to assist the Board in meeting the strategic objectives of the association.					
Contributes to consensus-building and decision-making by consensus.					
Shows an understanding of and willingness to respond to members' needs.					
Contributes to the overall effectiveness of the mission and preferred future of the association.					



**CURRENT NATIONAL BOARD OF DIRECTORS
2015 - 2017 TERM**

President/Chair: Richard McMullen, Fleming Communications Inc.
First Vice President: Carl Jorgensen, Titan Products Group
Secretary/Treasurer: Carol Cairns, Cairn Control Systems
Past President: Philippe Bouchard, ADI
Executive Committee Member: Ellery Demedash, E2 Security

Directors:

Stuart Armour, Affordable Security Systems
Kim Caron, Armstrong's National Alarm Monitoring
Anna De Jager, Lanvac Surveillance Inc.
Gordon Hebb, Tri-Ed Ltd.
Shawn Lazaruk, Telsco Security Systems Inc.
Andrea Martin, ADT Canada
John Milsom, JONSECURE Inc.
Jean Rho, Consultants Techniques Technilogic Inc.
Mary Vella, API Alarm Monitoring