

# GOVERNANCE & NOMINATING:

Overseeing and assisting with the Institute’s governance and key policy matters and managing the nominating process for the Institute’s regular bi-annual elections for the Board of Directors are key responsibilities the Governance & Nominating Committee. These responsibilities are mandated in the bylaws and through policies established by the Board. Other governance matters that fall under the Committee’s responsibilities include consideration of potential significant bylaw amendments and related governance policy work as required from time to time.

In accordance with the current standing policy of the Board – that the current President normally serves as chair of the Committee – the Governance and Nominating Committee was chaired by Emilie K. Adin RPP, MCIP, who took over as chair of the Committee in 2023, succeeding immediate past President David Block RPP, MCIP. Additionally, several new volunteer members joined the Committee in early 2023.

## BOARD ELECTIONS & NOMINATIONS:

As stipulated by the Institute’s bylaws, elections for the Board of Directors are held every two years (every odd numbered year) leading up to the Annual General Meeting (AGM) of that year. The most recent Board elections took place in 2023 in conjunction with the AGM, and the next election will take place in conjunction with the 2025 AGM.

For each election, the Committee is required to nominate a minimum number of members for the various positions on the Board of Directors – one Certified member for the position of President Elect; eight Certified members for director positions on the Board; and one Candidate member for the Candidate member representative position. The Committee can also nominate more than the minimum number of members prescribed. As part of its mandate from the Board, the Committee works to take into consideration several different factors when reaching out and seeking possible member nominees, such as regional representation, diversity factors, sector of employment, professional background, skills and knowledge, and volunteer experience.

For the 2023 Board elections, as required by the Institute’s bylaws, the Committee worked through the first months of the year to develop potential nominees. This work involved seeking interest and reaching out across many member volunteers, professional networks, and the membership at large to pursue a diverse range of potential nominees. The Committee successfully nominated one Certified member for the position of President Elect, thirteen Certified members for the Board, and one Candidate member for the Candidate member representative position. The Board elections were successfully conducted via online voting, and concluded with the results reported to the 2023 AGM in Sun Peaks on June 2<sup>nd</sup>.

Thanks are extended to all those members who stepped forward and were nominated to stand for election, and to those whose terms on the Board concluded in 2023. Additionally, congratulations are extended to those who were successfully elected or re-elected to the Board in 2023. Thanks are also extended to all the eligible Institute members who took time to participate and vote in the 2023 Board elections.

## BYLAWS & POLICY WORK:

The Institute did not undertake any formal bylaw revisions or amendments in 2023. As reported previously, the most recent major amendments to the bylaws took place in 2016 and 2017 (driven in part by the new *Societies Act* adopted in British Columbia at that time). Additionally, the most recent minor amendments were to Part 13 of the bylaws (updating some of the structures and processes for the Institute’s Professional Conduct Review Committee and the disciplinary process) took place in 2018.

In late 2023, the Committee met and began work to develop and or update a number of internal administrative policies. This work includes reviewing and updating the Institute’s committees’ terms of reference, as well as looking at new policies related to volunteers, volunteer recognition, and internal stipends and honouraria. This internal policy work is expected to continue into 2024.

## COMMITTEE VOLUNTEERS & THANKS:

The Institute’s important governance, policy, and nominating work could not be successfully undertaken without the dedicated work of the many valued volunteers who serve on the Committee. Thanks and appreciation are extended to all members who served on the Committee in the 2023 year. Additional thanks are again extended to those members from across BC and the Yukon who stood for election to the Institute’s Board of Directors, or who might be considering doing so in the future. Thank you.

