Nominating Committee’s Report on the
2011 Nomination & Election Process

The Work of the Committee
The Nominating Committee undertakes a comprehensive process to ensure that you, our members, have an ideal slate of candidates from which to select your representatives to the board and that you receive the information you need in order to make an informed decision. The process begins with identifying current directors whose terms are expiring, ensures that the board is comprised of members with the skill set and experience to enable successful governance and that reflect our membership, includes developing and distributing information that you need to make your electoral decisions, and culminates with a democratic election that meets regulatory requirements.

Proactive Recruitment
To begin, the Nominating Committee assessed the board composition based upon the skill sets, experience and diversity represented by the seven directors whose terms were not expiring against the board approved ideal skills, experience and diversity. From this assessment, gaps on the board were identified as members who were:

- People of colour
- People of Aboriginal ancestry
- People with a disability
- Parents/guardians of school-age children
- People under 45 years of age

With these attributes in mind, the committee began recruiting for potential candidates to run for election to the ACU board.

Nomination Process
The Call for Nominations ran from November 1 to December 10, 2010 and was communicated in asterisk, on the ACU and Outlook websites and in the branches.

A Nomination Information Package that included a Candidate’s Guide and online forms (Application, Message to the Membership, Candidate Questions, Statement of Commitment and Biography), was posted to the ACU and Outlook Financial websites. The board identified gaps were clearly communicated in the Candidate’s Guide.

2011 Candidates for ACU Director
The following six eligible members, listed in alphabetical order, put their names forward for election to the board:

- Dennis Anderson
- Jules Gareau
- Gary Gervais
- Vera Goussaert
- Crystal Laborero
• Arvind Pal Singh Matharu

**Endorsement Process**
To ensure a fair endorsement process, the committee developed candidate interview questions and evaluation tools, using the framework established for the ideal board composition. All six candidates were interviewed and were asked the same prepared questions and assessed using these evaluation tools.

Following the interviews, the committee made a recommendation to the board on candidate endorsement. Using the board approved process to determine endorsements, the board endorsed five candidates as strong candidates who would help fill gaps on the board.

Following the board meeting, the Chair of the Nominating Committee contacted all candidates to inform them of their endorsement/non-endorsement. At that time, candidates were given the option to withdraw their candidacy, if so desired. No candidates withdrew their candidacy.

**Election Process**
The election ran from March 14 to April 8, 2011.

The election package contained a Guide to Exercising Your Democratic Right, a ballot and a reply envelope. The election package was posted to the ACU and Outlook Financial websites, as well as sent by regular post to all eligible voting members.

In 2011, all members were provided the option of voting online or by mail-in ballot.

From March 14 to April 6, 2011 all candidates were available by email to answer your questions. Members who did not have access to email and wished to speak with a candidate were provided with a name and phone number to contact.

Candidates were profiled on ACU’s website (with a link on the Outlook Financial website) with their own webpage area that included their photo, their Message to the Membership, their Biography, and their Answers to the Questions posed by the Nominating Committee.

**Election Results**
4,427 ballots were cast for the election of directors, representing a 4.4% voting participation rate, up from 3.4% in the previous year, but still down from the 6% voting rate in 2008 and 2009. The election resulted in the following three candidates being placed in 3 year terms:

- Dennis Anderson
- Vera Goussaert
- Crystal Laborero

Of the 4,427 ballots cast, there were 324 spoiled ballots. Reasons for the ballot being spoiled included: the paper ballot was not signed by the member, no authentication form was included in the reply envelope so the member could not be verified, some members voted for more than three candidates on their paper ballot and some reply envelopes were empty.
To reduce the number of spoiled ballots in future elections, the Nominating Committee strongly encourages members to vote online.

**Candidate Feedback**
Annually, all candidates are provided the opportunity to offer feedback on the nomination and election process to the Nominating Committee. The committee appreciates the time and effort candidates take to provide feedback so that the nomination and election process can be continuously improved.

**Action Plan for Improvement**
The Nominating Committee reviewed the nomination and election process and deemed it effective. In addition to some minor administrative changes, the committee recommended improvements aimed at increasing member engagement in the election process.

**Suggestions for Improvement from Members**
The Nominating Committee is interested in your suggestions to improve the nomination and election process. Please send your suggestions to Jocelyn Peifer Ross at jpeiferross@assiniboine.mb.ca by **Monday, August 15, 2011**. Suggestions from members will be consolidated and reported to the Nominating Committee.