



August 2023

NOMINATIONS TO THE LLLC BOARD OF DIRECTORS

Election of LLLC Directors will be subject to the *LLLC By-laws*.

1. Three months (no less than 90 days) prior to the Annual Meeting of Members (AMM), the Nominations Committee will put out a call, in LLLC Leader News, and LLLC Alumni News for candidates for the position(s) of Director. [Limit three Retired Leader Directors on the Board at any time. See By-law 4.3(c).]
2. The call will indicate the number of seats available and the corresponding terms. Links will be provided to the [LLLC Director Code of Conduct](#) and information on any specific skills that would be helpful in a Director.
3. Leaders will be encouraged to share the call for nominations with individuals they feel would be suitable Community Member Directors. Community Member candidates are neither Leaders nor Retired Leaders. Leaders should take into consideration specific skills that would be helpful on the Board. [Limit one Community Member Director on the Board at any time. See By-law 4.3(d).]
4. Those interested in the position will contact the Nominations Committee and will be sent the “Director Candidate Information Packet”, created by the Nominations Committee, and approved by the Board. This packet will include but is not limited to a request for:
 - a. Biographical profile.
 - b. Director Candidate Questionnaire.
 - c. Requirements of *Canada Not-for-profit Corporations Act*.
 - d. Two or more letters of recommendation
 - e. LLLC Director Code of Conduct
 - f. Disclosure of conflicts with the International Code or LLL and [LLLC Conflict of Interest](#) policies.

5. Any candidate who wishes to serve on the LLLC Board will be required to complete the [Director Candidate Information Packet](#) by the stated deadline (minimum of 42 days prior to the AMM). Any potential candidate who does not return the Candidate Information Packet by the deadline will be excluded from further consideration unless there are extenuating circumstances.
6. A Leader nominated for the Board must be in good standing at the time of nomination, fulfilling their basic Leader responsibilities and upholding the LLLC Code of Conduct. The Nominations Committee may ask the ACL and Area Council in the Leader's Area to provide this information. Retired Leaders who are seeking a Board position, must have been in good standing in their Area when they were Leaders as outlined above. Feedback about Community Members who may be interested in a Board position may also be solicited from the Area in which they may have a relationship. A negative comment by an Area Council member will not automatically eliminate a potential candidate, although it will be carefully considered by the Nominations Committee.
7. All members of the Nominations Committee will review all candidates who complete the Director Candidate Information Packet by the deadline, ensuring that all questions have been answered satisfactorily. The Nominations Committee will assess all candidates and will only put forward those it decides are suitable.
8. The Nominations Committee Report containing information about the eligible candidates will be emailed to the LLLC Members no later than twenty-one (21) days prior to the scheduled election.

Only candidates approved through the nomination process set out in this policy shall be eligible for election.

(May 2023; August 2023)