



**Logan Lake  
Community Forest**  
CORPORATION

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## Logan Lake Community Forest Board of Directors Nomination Package

On behalf of the Logan Lake Community Forest Corporation (LLCF), thank you for your interest in nominating a potential Director to the LLCF Board of Directors (BOD). Please find attached, a LLCF board nomination package that summarizes pertinent info and provides the forms for nomination.

In summary, the potential candidate must:

- Be qualified as per the BC Corporations Act to become, act, or continue to act as a Director;
- Live in the vicinity of the Logan Lake Community Forest or be identified as the Director that is a Member at Large (one place available on the BOD for this category);
- Not hold any private affairs or financial interests that will be in on-going conflict with their duties and responsibilities as a Director (the LLCF Board determines acceptability of potential conflicts of interest that may exist);
- Not represent or advocate for any one interest group;
- Always act in the best interest of the Logan Lake Community Forest Corporation;
- Be a respected community-minded person;
- Be transparent in decision-making and accountable for decisions; and
- Be a team player with interests and/or skills that complement the current Board;
- Have time to prepare for and attend quarterly Board meetings (up to 10 monthly meetings per year), and special meetings as identified by the Board (generally no more than 2 additional meetings per year).
- Be available to engage with the Board and LLCFC Manager via phone and email from time to time to support discussions and/or decisions.

Please don't hesitate to contact the undersigned or Liam Grant ([lgrant@forsite.ca](mailto:lgrant@forsite.ca)) if you have any questions. Please submit your nomination to [lgrant@forsite.ca](mailto:lgrant@forsite.ca). The LLCFC board will then review the nominations, conduct interviews as needed, and respond to all nominees regarding the results of the process overall, in accordance with our corporate policies.

We look forward to seeing your nomination selection!

Sincerely,

Randy Spyksma, LLCF Manager  
[rspyksma@forsite.ca](mailto:rspyksma@forsite.ca)



**Policy Title: Board Nomination Package**

**Policy Number: LLCFC-2019-2a**

## PURPOSE

Logan Lake Community Forest Corporation (LLCFC) is a corporation that was established to own and manage the Logan Lake Community Forest (LLCF), a fully owned corporation of the District of Logan Lake (the District). The LLCFC is governed by a Board of Directors (“the Board”) that is made up of both councilors of the District of Logan Lake as well as community members or members at large. From time to time, the LLCFC Board solicits nominations from the community for Board membership. This package provides the background and the forms necessary for nominations to be made to the Board.

If you know of someone that you would consider a potential candidate for the Board that is willing and exhibits the qualities and characteristics outlined below, please consider their nomination.

## THE PROCESS

- Please submit completed nomination forms to Liam Grant ([lgrant@forsite.ca](mailto:lgrant@forsite.ca)).
- After that time, the LLCFC Board will review the nominations, undertake additional efforts to confirm the nominees, and make recommendations for board member appointment to the District Mayor and Council.
- It is anticipated that appointments will be confirmed prior to the subsequent LLCF Board Meeting or within 60 days.

## QUALITIES AND CHARACTERISTICS OF BOARD MEMBERS

Eligible and qualified candidates for the Board of the LLCFC must:

### 1.1 Eligibility

- Be qualified as per the BC Corporations Act to become, act, or continue to act as a Director<sup>1</sup>; and
- Live in the vicinity of the Logan Lake Community Forest or be identified as the Director that is a Member at Large.

### 1.2 Representation

- Must not represent or advocate for any one interest group.
- Always acts in the best interest of the LLCFC and broader community.
- Is a respected community-minded person.
- Must work towards corporate goals rather than personal or special interests.
- Transparent in decision-making and accountable for decisions.

<sup>1</sup> BC Corporations Act Section 124. [http://www.bclaws.ca/Recon/document/ID/freeside/02057\\_00](http://www.bclaws.ca/Recon/document/ID/freeside/02057_00)

- Team player with interests and/or skills that complement the current Board.

### **1.3 Qualities**

- Demonstrates honesty, integrity and patience.
- Respectful of diverse opinions.
- Sensitive in cross-cultural situations.
- Motivated volunteer (will attend meetings and share the workload).
- Reliable and dedicated to Board business.

### **1.4 Skills**

- Able to work cooperatively with diverse interests.
- Able to listen, learn, think creatively and apply new information.
- Demonstrated ability to be fair and trustworthy.
- Ability to take risks.
- Ability to adapt to new situations/scenarios.
- Ability to think strategically to position the corporation for long term success.
- Additional skills would be welcome, including:
  - Experience in managing or participating in the management of a successful business.
  - Experience or background in a variety of natural resource values (e.g. timber, non-timber forest products, recreation, water, cultural resources, etc.).

### **1.5 Time Expectations**

- Prepare for and attend Board meetings held at least quarterly; up to 10 monthly meetings per year.
- Prepare for and attend special meetings as identified by the Board (generally no more than 2 additional meetings per year).
- Engage with the Board and LLCFC Manager via phone and email from time to time to support discussions and/or decisions.



**BOARD OF DIRECTOR NOMINATION FORM**

<b>Person Being Nominated</b>	
<i>(Individuals' willingness and agreement with the nomination should be confirmed by those making the nomination)</i>	
<b>Name:</b>	
<b>Address:</b>	
<b>Phone:</b>	
<b>Email:</b>	
<b>Nomination for:</b>	Community Member <i>(Living in Logan Lake, Meadow Creek, Tunkwa, Face/Paska and Lac Le Jeune)</i>
	Member at Large <i>(Not a community member)</i>
<b>Individuals Making the Nomination</b>	
<i>(Must be at least two individuals who are members of the Logan Lake area or vicinity - Logan Lake, Meadow Creek, Tunkwa, Face/Paska and Lac Le Jeune).</i>	
<b>First</b>	<b>Name:</b>
	<b>Address:</b>
	<b>Phone:</b>
	<b>Email:</b>
	<b>Signature:</b>
<b>Second</b>	<b>Name:</b>
	<b>Address:</b>
	<b>Phone:</b>
	<b>Email:</b>
	<b>Signature:</b>



**Why would you recommend the individual for the Board of the LLCFC?**

**What qualities do you feel that this individual has that would be of specific value to the LLCFC Board and the community forest overall?**

**What additional information would you like to share with us about the nominee?**