

YMCA of  
Eastern Ontario



**Diversity is a  
superpower.**

***Call for nominations***  
**Board of Directors & Officers**



## MEMORANDUM

**TO:** Brockville, Kingston & Area Community Residents  
YMCA of Eastern Ontario Board of Directors  
YMCA of Eastern Ontario (Brockville YMCA & Kingston YMCA) Staff, Volunteers,  
Members and Participants

**FROM:** Rob Adams, CEO, YMCA of Eastern Ontario

**RE: BOARD DEVELOPMENT –  
Call for Nominations YMCA of Eastern Ontario  
Directors & Officers**

The purpose of this memo is to solicit nominations as per the election procedures outlined in our By-Laws. Enclosed is an outline of the nominating procedures for the YMCA of Eastern Ontario Directors and Officers. We are seeking Directors to join the Board in 2022.

If you have any questions or comments, please contact

Anna Hudson, Board Executive Assistant [anna.hudson@eo.ymca.ca](mailto:anna.hudson@eo.ymca.ca)  
or Rob Adams, CEO at [rob.adams@eo.ymca.ca](mailto:rob.adams@eo.ymca.ca)

The Nominations Committee consists of:

Jay Rayner, Chair of YMCA of Eastern Ontario  
Charlotte Patterson, Vice Chair & Committee Chair of YMCA of Eastern Ontario  
Elaine Armstrong, Director of YMCA of Eastern Ontario  
William Beattie, Director of YMCA of Eastern Ontario  
Brenda Carter, Director of YMCA of Eastern Ontario  
Richard Christie, Director of YMCA of Eastern Ontario  
Kristin Smith, Director of YMCA of Eastern Ontario

Staff support:

Rob Adams, CEO  
Anna Hudson, Board Executive Assistant



## **Roles of the board**

- To be the Board of Directors of the YMCA of Eastern Ontario
- To ensure that the YMCA of Eastern Ontario fulfills its responsibilities, operates effectively and acts in accordance with the principles of being ethical & accountable, collaborative, open & responsive, integrated & convergent, and proactive
- To set and monitor the strategic plan for the YMCA of Eastern Ontario
- To foster the growth of the YMCA of Eastern Ontario
- Support the mission, vision, values, strategic plan, policies and goals of the YMCA of Eastern Ontario

## **Responsibilities of a board director**

- Attend regular Board meetings usually an evening every second month or/ as scheduled
- Attend the Annual General Meeting, typically held in May/ June
- Be a member of at least one committee of the board or task group which meets in conjunction with Board meetings
- Prepare for and participate in board meetings and understand the information provided in order to support substantive discussion and sound decision making to help the board fulfill its fiduciary responsibilities
- Be an ambassador of the YMCA of Eastern Ontario in Brockville, Kingston and communities in Eastern Ontario
- To fully support the YMCAs philanthropic goals by contributing to annual, capital, and/or endowment campaigns based on capacity to give, and to assist in acquiring other community donations.

## **Desired skill set**

The Nominations Committee is seeking Board nominees with one or more of the following skill sets:

Specifically:

- Philanthropy, funds development
- Financial background
- Strategic planning skills
- Leadership skills
- Legal background
- Government relations
- Diversity & equity experience.



And secondarily:

- Connected to communities and networks: connected to people, organizations and opportunities that would advance the YMCA’s vision, mission and values (e.g. government, education, health, or corporate sectors)
- Strategic focus: experience in strategy development in the areas of brand strategy, advocacy, strategic positioning and marketing, and IT/shared services expertise,
- Strong leadership, advocacy and communication skills
- Previous board experience and strong community partnerships an asset
- Previous exposure to fundraising,
- Demonstrates an understanding for the diversity of our community and a focus on inclusivity.

## **Diversity & social inclusion**

- The YMCA of Eastern Ontario is committed to the principles of diversity and social inclusion.
- To help advance this commitment, the Nominations Committee is interested in receiving nominations for candidates with the potential to strengthen the Board’s diversity in terms of age and ethnicity and underserved populations.

## **Terms of office**

- YMCA of Eastern Ontario Board Director (See Appendix A)
- Elected for a three-year term and shall not hold office for more than six consecutive years.

If you would like to recommend a suitable candidate (s), please contact either

Anna Hudson, Board Executive Assistant [anna.hudson@eo.ymca.ca](mailto:anna.hudson@eo.ymca.ca) or  
Rob Adams, CEO [rob.adams@eo.ymca.ca](mailto:rob.adams@eo.ymca.ca)

*We would ask that you do not directly approach potential candidates yourselves.*



## Qualifications

- All directors shall be individuals, shall be at least 18 years of age, shall not have been declared incapable by a court in Canada or in another country, shall not have the status of bankrupt and shall not be an ineligible individual as that term is defined in the *Income Tax Act (Canada)*.

## Further information & to apply

- Nominations welcomed by **Tuesday, March 15, 2022**
- Any director of the YMCA of Eastern Ontario Board who is eligible for re-election must be **re-nominated** by a member or a director of the YMCA of Eastern Ontario Board.
- The term for Board directors elected at the 2021 Annual General Meeting (held in May/June 2022), will commence immediately following the meeting.

- **To apply:**

The names of potential candidates who meet the criteria should provide a brief resume (maximum two pages) and a brief statement on why he/she is interested in a director position and send to:

Anna Hudson  
Board Executive Assistant  
YMCA of Eastern Ontario  
345 Park Street  
Brockville, ON K6V 5Y7  
613.342.7961 x 30 or [anna.hudson@eo.ymca.ca](mailto:anna.hudson@eo.ymca.ca)

Background information can be found at: [eo.ymca.ca/who-we-are](http://eo.ymca.ca/who-we-are).

The YMCA of Eastern Ontario values the diversity of people and communities and is committed to excellence and inclusion.

Please contact Anna Hudson, Board Executive Assistant, YMCA of Eastern Ontario if you require additional information.

See Appendix A for current Board Member listing of terms.



## Appendix A: Directors of the YMCA of Eastern Ontario

The following is a list of current Board directors and their terms of office:

### **Anticipated Final Term expires May 2022:**

Brenda Carter  
Richard Christie  
Lori Huber  
Jay Rayner  
Gloria Saccon

### **First Term expires May 2023**

Elaine Armstrong  
Charlotte Patterson

### **First Term expires May 2024**

William Beattie  
Michael Gaylord  
Susan McAllister  
Kristin Smith

### **Final Term expires May 2025**

Christopher Garnett

### **There are openings on the board for the 2022 - 2025 term**

### **Current Officers of the Board:**

Chair	Jay Rayner	2019 - 2022
Vice Chair	Charlotte Patterson	2020 - 2022
Treasurer	Lori Huber	2019 - 2022
Secretary	Gloria Saccon	2019 - 2022