



DIRECTOR ELECTION POLICY

PURPOSE

To provide a detailed process in which the members of the Corporation can elect new Directors for a one, two or three year term.

PROCEDURE

1. Directors will primarily be elected by the members for a 3 year term.
2. A Director may apply for re-election at the end of their term.
3. Directors will be elected from, the appointed/elected Area Representatives that meet the qualifications as set out in the Directors Responsibilities directive and any Active or Retired Member of the UFPC.
4. The Active Members shall be individuals who are active foster parents and who pay membership dues to the Corporation.
5. Retired Members shall be individuals who are retired foster parents who, upon retirement, were Active Members of the Corporation. For further clarification an Active Member that leaves the Corporation for whatever reason and continues to Foster is NOT a Retired Member.
6. Should a Director leave that position for any reason the Board of Directors will appoint a replacement to serve in that position until the next AGM when a replacement will be elected for the remainder of the original Directors 3 year term.
7. Applicants will fill out and submit the required application form and submit a small bio, to be placed on the Corporation's website for the information of the members voting prior to the 30th of April of the year in which the Elections will take place.
8. Applications received after the deadline will be disregarded.
9. Nomination Committee will cause the required Bios to be placed on the website for members to download.
10. Every voting member of the Corporation has the right to vote to elect the Directors. In order to vote a member must either vote electronically up to 10 days prior to the date of the AGM or attend the AGM.
11. Members will be able to vote for all open positions, not just the one their representative is applying for.
12. The office will tabulate the results and report the same at the AGM.
13. As per industry standards after the Members Meeting at the AGM the new Board will meet briefly to elect who will hold the positions of President, First and Second Vice, Secretary and Treasurer. Those people will hold that position until the next AGM and at that time the new officers will be elected by the Board from the newly elected Board.
14. The Board shall consist of between 8 – 12 elected directors and up to 2 appointed Directors.
15. The Board has the ability to appoint up to 2 Directors in addition to the elected Directors for a 1 year term.

16. The appointed Directors cannot exceed one third of the number of newly elected directors at the previous AGM, i.e. if 4 directors are elected the Board may appoint 1 "Appointed Director", if 6 Directors are elected then the Board may appoint up to 2 "Appointed Directors".

Definitions

AREA REPRESENTATIVE	means a person appointed by the members, residing in a geographical area, to represent them to the Board of Directors of the UFPCC. Such person will be either an active or retired foster parent;
BOARD	board means the board of directors of the Corporation and "director" means a member of the board;
MEMBERS	" Members are divided in three classifications: 1. Active Members: Active members are Voting Members of the Corporation as defined in the By-Law and consist of Foster Parents who have applied for and been accepted into the UFPCC and who operate a foster home that is designated "Open or On Hold" by their Parent Society. A Relief Home that pays into the UFPCC is considered an Open Home by the UFPCC. 2. Retired Members: Retired Members are Non-Voting Members of the Corporation as defined in the By-Law and consist of Foster Parents who have retired from or left Fostering and will include Foster Parents who operated a home that is designated as a "Closed Home" by their Parent Society. 3. Annual Members: Annual Members are non-voting members of the Corporation. Members who have been "Expelled" by the Corporation shall be neither Active, Retired or Annual Members of the Corporation.
MEMBERS MEETING	includes an annual meeting of Class A members or a special meeting of members; "special meeting of members" includes a meeting of any class or classes of members and a special meeting of all members entitled to vote at an annual meeting of members;
NOMINATION COMMITTEE	Is responsible for overseeing the Election Process and will consist of Directors and Area Representatives.
UFPCC	United Foster Parents Corporation of Canada

Below are examples of the “Call for Directors” and the “Directors Application” forms.



UNITED FOSTER PARENTS OF CANADA CORPORATION
CALL FOR DIRECTOR APPLICATIONS

The United Foster Parents of Canada Corporation will be holding elections for Directors in accordance with its By-Laws at the AGM. The terms that will be voted upon yearly are those of:

4 x 3 years

If a Director has resigned or left the Board before the termination of his/her term of office then the remainder of that term is also open for election.

Appointments of 1 year are also up for election.

All applicants must be appointed/elected Area Representatives, Active or Retired UFPCG Members and meet the qualifications as set out in the Directive “Directors Responsibilities.”

Completed application forms must be received by the office no later than April 30th of the year in which the election takes place (E-mailed forms are acceptable)

United Foster Parents of Canada Corporation

1 Bridge St E Suite 410

Belleville, Ontario

K8N 5N9

Office: 613-771-9002

855-273-0944

Fax: 855-261-0511

Email: office@ufpcc.com.

The application form has been drawn up by the Nomination Committee and is attached.

The applicants receiving the greatest number of votes will be declared elected to that position and will be notified of the results of the election at the AGM each year.

Instructions:

Applicants will submit the required application form.

Applications received after the deadline will be disregarded.

Applicants will be required to submit a small bio about themselves to be posted on the Corporation website to enable the members to make an informed decision on whom they wish to vote for.

Every voting member of the Corporation has the right to vote to elect the Directors. In order to vote a member must either vote electronically up to 10 days prior to the date of the AGM or attend the AGM.

Members will be able to vote for all open positions, not just the one their representative is applying for.

The maximum number of Directors elected from each CAS Agency is two.

If more than two are elected from a CAS Agency, then the two with the greater vote count will be the ones elected, the remaining will be treated as if they were not elected.

This is to ensure that the Board is not monopolised or seen to be monopolised by one group of people.

The office will tabulate the results and report the same at the AGM.

After the Members Meeting at the AGM the new Board will meet briefly to choose who will hold the positions of President, First and Second Vice, Secretary and Treasurer. Those people will hold that position until the next AGM and at that time the new officers will be selected by the Board from the newly elected Board (8 serving plus 4 new Directors).



UNITED FOSTER PARENTS OF CANADA CORPORATION
DIRECTOR APPLICATION FORM

An Application may be submitted by any Area Representative, Active or Retired Member of the United Foster Parents of Canada Corporation that meets the criteria as set out in the Directors Responsibilities Policy.

All Applicants must be current Area Representative, Active or Retired UFPCG Member, over 18 years of age, cannot have been declared incapable by a court in Canada or in another country and cannot have the status of bankrupt.

Please Print

1. *Name of Applicant:* _____

2. *Address:* _____

3. *Contact Numbers: Home ()* _____
Business () _____
Email _____

4. *Board Experience of Applicant (years)*
Executive (Officer) _____ *Director* _____ *Committee* _____ *Committee Chair* _____

5. *I hereby apply for the position of Director (1 Year), (Director 2 years), (Director 3 years) (strike out the two that do not apply) and consent to serve in that capacity if elected.*

6. *I am not a Director on another Provincial or Federal Not for Profit Corporation that is primarily involved in Fostering.*

Applicant's Signature: _____

Completed form must be returned to the office, office@ufpcc.com , no later than **30th April 20XX**