



## Board Nomination Guidelines

The U.S. Green Building Council – Missouri Gateway Chapter Board of Directors will be comprised of four officers – Chair, Chair-Elect, Secretary, Treasurer – plus the Past Chair, four to five At-Large members, two to four Advisors, an Executive Director, and one representative each from the Ozarks and Mid-Missouri Branches. Full job descriptions are available on the Chapter website.

- Nominations are open for At-Large Director seats. Directors will serve **three-year terms** beginning in 2022.
- The Board will identify from newly selected members and the existing members the specific 2022 officer assignments through Dynamic Elections. \*
- All terms begin in 2022.
- Board members must be members in good standing with USGBC-Missouri Gateway Chapter.
- At-Large Chapter Board members must currently serve or have previously served on a USGBC-Missouri Gateway committee, task force, as a volunteer, etc.
- All Chapter Board members are expected to participate in monthly Chapter Board meetings as well as attend one or two planning retreats during the year. Board meetings and retreats are currently held in the St. Louis area. During the COVID-19 pandemic, all meetings are being held virtually via Zoom.
- All board members are expected to make a personal donation to the organization beyond their membership fees in an amount that is meaningful to the individual board member and to play a role in overall fundraising for the organization.

### Nomination Timeline

- Nominations Open – Friday, July 16, 2021
- Nominations Due – Monday, August 30, 2021 by 5:00 pm.
- Governance Committee Proposes Slate to Board for discussion – October 7, 2021
- Board Approves Slate at or before December 2021 meeting
- Announcement to General Membership in once Slate approved
- New Board Member Orientation – TBA in early December 2021
- State of the Chapter Program – January 2022 (exact date TBA)
- Board meetings currently scheduled for the 2nd Thursday of every month from 4:00 – 5:30 pm via Zoom.

\* In 2015, we shifted our nomination and election process. We continue to accept nominations from the membership, which the Governance Committee reviews for eligibility and leadership needs. In place of elections, the Governance Committee determines a slate to present to the board for approval.