



## BOARD OF TRUSTEES NOMINATING PROCESS

1. The name of a potential nominee is suggested to the Governance Committee.
2. That person is contacted by a member of the Governance Cte. to ascertain if they are interested in exploring board membership.
3. That Governance Cte. member sends the board packet and questionnaire to the potential nominee introduced by a personalized cover letter (which asks for a vitae and letter of interest).
4. The potential nominee reads the information sent and responds to the contact committee member with a given time frame by sending in the completed board service questionnaire along with the requested personal vitae and narrative.
5. The potential nominee visits a Governance Cte. meeting for a 2-way interview.
6. The potential nominee is then invited to attend a regular board meeting as a visitor.
7. After that visit, the Governance Cte. contact calls the potential nominee to receive feedback, answer questions, and learn if the candidate is still interested in board service.
8. The Governance Cte. sends a recommendation to the full board regarding the nomination of the candidate.
9. If the board approves the Governance Cte. recommendation, the nominee would be entered into a pool of candidates for board service to join then or at a future date, depending on the needs of the board at that time.
10. As the needs of the board dictate, a nominee would be asked to begin a term of service. If the nominee agrees, the board would officially approve their joining the Board of Trustees.
11. Upon joining, the new member's orientation would be overseen by the Governance Cte.