



New Director Information Package

Thank you for your interest in the Community Futures Boundary (CFB). This information package is designed to assist new and prospective Board members in familiarizing themselves with CFB’s policies, mandates, and vision.

If you are interested in becoming a Board member, you must complete a Volunteer Assessment Form and return it to info@boundarycf.com or mail to:

Community Futures Boundary
 Box 2979
 Grand Forks, BC V0H 1H0
Attention: Board of Directors

If you have any questions or are interested in learning more about the organization, please contact our General Manager by telephone at 250.442.2722 ext. 225 or by email at jennifer@boundarycf.com

Office hours are 8:30AM to 4:30PM, Monday to Friday. The office is closed on weekends and statutory holidays.

Service Area

There are 34 Community Futures offices to serve the rural communities throughout British Columbia. The area served by CFB encompasses the following:

Regional District of Kootenay Boundary Electoral Areas C, D, E including the communities of:	The Municipalities of:
Beaverdell, Big White, Rock Creek, Bridesville, Westbridge, Christina Lake, Rural Grand Forks.	The City of Grand Forks, The Village of Midway and the City of Greenwood.

Funding

- The Community Futures program is partially funded by Western Economic Diversification Canada. CFs also contract with other government agencies as well as the private sector to provide specific services.
- Interest revenue from business loans and investments and fee-for-service contracts also contribute to financial growth and stability.
- All CFs are encouraged to become self-sustaining organizations.

Our program was developed in the recognition that local economic development solutions need to be developed at the community level. In order to ensure this grassroots approach, members from our communities serve as volunteers on the Board of Directors, to represent the economic interests of the area. Staff resources are provided to assist and support committee and/or Board requirements, in addition to assigned program delivery duties. The Corporation is able to negotiate its role and function with various funding agencies to deliver Community Futures programming under local direction and control.

Director

Directors are elected for a one-year term. The term of office shall be from the date of the meeting at which they were elected, until the annual general meeting one year following. A director may serve up to a maximum of 9 consecutive 1-year terms.

Directors are responsible for the affairs of the Corporation and are entitled to vote on corporate issues at the Board level and on committees.

Director Responsibilities include:

- Attend Meetings of the Board (est 10 per year);
- Be prepared for all meetings and participate productively in discussion.

Board Meetings

Regularly scheduled Board meetings are generally held on the 3rd Tuesday of each month, from 4:30PM-6:30PM. Prior to the meeting, each board member receives a board package including the agenda, minutes from last meeting, correspondence, and reports to review before the meeting.

Confidentiality and Conflict of Interest

Volunteers are expected to sign a 'Code of Conduct & Privacy Agreement' which covers confidentiality and conflict of interest issues related to business lending, counseling, Self Employment Program, and other corporate activities.

New Board and Committee Member Recruiting Procedure

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1. An information package is provided to an interested individual by committee members, Board of Directors, and/or staff persons.
 2. Application is completed and returned to the General Manager for review by the Board of Directors.
 3. Board of Directors reviews application and agrees to either:
 - a. Give 'provisional approval' to an applicant.
 - i. 'Provisional approval' means that the Board has approved their application provisional on the applicant's decision to join the organization after having had an opportunity to learn more about its purpose and programs;
 - b. Reject the application;
 - c. 'File' the application for review at a later date;
 - d. Request additional information from the applicant.
 4. An 'official' response will be sent to applicant. Where the applicant has received 'provisional approval', the prospective member will be invited to attend a board meeting to learn more about the corporation. The General Manager and Board Chair will provide an overview of the programs and respond to questions.
 5. Applicant confirms interest to join as a Director and is invited to attend a Board meeting.
 6. All members are invited to attend the 'Annual General Meeting'.

As a "Not-for-Profit" corporation, we actively seek volunteers who will represent the broad community interest in delivery of our mandate and services.

Thank you for your interest!