

**Regina Community Clinic
Board of Directors
Policies and Procedures**

Policy: Governance
Board Nominations
Policy # GOV-011

Approved: Board of Directors
Date: January 21, 2026

Policy: Board Nominations

This policy is to ensure that the membership can elect qualified representatives to the board at the Annual General Meeting (AGM).

Purpose: The membership has a right and responsibility to understand who the candidates for the board are prior to voting. Nominations to the board are managed to give enough time to arrange for the Governance and Human Resources Committee to vet the candidates and communicate their names and qualifications to the membership prior to the AGM. (See RCC Director Election Guide)

Policy Statements:

1. Nominations to the Board of the Regina Community Clinic are to be submitted in advance of the AGM.
2. Communication to the members identifying the number of vacancies, the qualifications desired and the deadline for receipt of nominations will be done not more than 50 days prior to the AGM.
3. Nominations for board members are submitted to the Governance and Human Resources Committee.
4. Candidates will be introduced at the AGM and each nominee will be permitted a maximum of two minutes to speak to the membership.

Roles and Responsibilities:

1. The Governance and Human Resources Committee is responsible for reviewing and updating the nomination process annually.
2. The Governance and Human Resources Committee will determine the number of vacancies, assess the Board Skills Matrix for gaps or desired skills, and solicit eligible candidates if required.
3. The Governance and Human Resources Committee will review all nominations to the board according to the bylaws and *The Co-op Act*, and assess the candidates prior to recommending nomination applications to the board for election at the AGM.
4. Names and biographies of the candidates for nomination will be communicated to the membership with other notifications of the AGM.

Approval/Implementation/Evaluation Process	
Date Approved:	January 21, 2026
Approved by:	Board of Directors
Who & Date Reviewed:	Board of Directors, March 17, 2021; Governance and Human Resources Committee, November 3, 2025
If revised, indicated the policy cancelled or suspended:	
Distribution:	Board, All Staff
Monitor Date:	
Type of Monitoring:	Annually
Director Responsible:	Governance and Executive Director