



Thank you for your interest in the Brant Community Healthcare System Foundation Board of Directors. Enclosed is an application package.

Prior to completing the package, please read the following:

- Appendix A - "Qualifications of Directors"
- Appendix B - "Information about becoming a Board Member"
- Appendix C - "Board Member Competencies"
- Appendix D - "BCHS Foundation By-laws"

If you have any questions prior to submitting your application please feel free to contact the BCHS Foundation Office.

We ask that you submit your **application and curriculum vitae** electronically, by mail or in person to:

Ken McNaughton, Chair
Governance Committee, Board of Directors
c/o Kari Wilson, Executive Director
Brant Community Healthcare System Foundation
200 Terrace Hill Street
Brantford, Ontario N3R 1G9

Thank you for your interest in the Brant Community Healthcare System Foundation.

CONFIDENTIAL

BRANT COMMUNITY HEALTHCARE SYSTEM (BCHS) FOUNDATION

Board Member Application

This form will assist us in getting to know you better.

Please return the completed form by Friday April 4, 2025 to:

Ken McNaughton, Chair Governance Committee of the BCHS Foundation Board of Directors
c/o Kari Wilson – Executive Director
Brant Community Healthcare System Foundation
200 Terrace Hill Street
Brantford, ON, N3R 1G9

Name: _____ **Date Completed:** _____

Most Recent Employment Information:

Position/Title: _____

Business Name:

Business Address:

Telephone: _____

Fax: _____

E-Mail: _____

Home Address: _____

Telephone: _____

Fax: _____

E-mail: _____

Please briefly state your reasons for wishing to become a director:

EXPERIENCE	DETAILS
Business & Industry	
Community Organizations	
Education	
Accounting and Finance	
Philanthropic Leadership	
Government and Public Relations	
Health / Medical	
Investment	
Legal	
Knowledge and ties into local community wealth	
Management	
Indigenous Perspective	

Certification and Eligibility:

Respondents must complete this section in full and return with application.

1. I confirm that I have read the Qualifications of Directors and that I meet all these requirements of eligibility.
2. I confirm that I will support the mission, vision and values and strategic direction of the Brant Community Healthcare System Foundation.
3. I understand Board membership requires a significant time commitment, which will vary based upon issues that arise from time to time.
4. I have reviewed and intend to comply with all items contained in the Foundation Bylaw dated June 2023, including the responsibilities and powers of the Board, confidentiality, public relations, and conflict of interest.
5. I confirm that I am not an ineligible individual.

Definition of an ineligible individual:

- An individual who has a relevant criminal offence which includes convicted of a criminal offence in Canada or similar offence outside of Canada relating to financial dishonesty (including tax evasion, theft or fraud), or any other criminal offence that is relevant to the operation of the organization, for which he or she has not received a pardon.
 - Has been a member of the board of directors, a trustee, officer or equivalent official, or an individual who otherwise controlled or managed the operation of a charity or RCAA during a period in which the organization engaged in serious non-compliance for which its registration has been revoked within the past five years.
 - Has been at any time a promoter of a gifting arrangement or other tax shelter in which a charity or RCAA participated and the registration of the charity or RCAA has been revoked within the past five years that included or were related to its participation.
6. If asked, I will provide a Police Record Check Clearance form, as part of the Board Application interview process.

I confirm all the statements above and wish to have my name considered by the Governance Committee of the Brant Community Healthcare System Foundation with respect to the appointment to the Board of Directors.

Full Legal Name: _____

Signature: _____ Date: _____

APPENDIX A

Brant Community Healthcare System Foundation Bylaw Excerpt

QUALIFICATIONS OF DIRECTORS

Qualification of Directors

Every Director shall be eighteen (18) or more years of age and shall be a member in good standing of the Corporation, or shall become a member of the Corporation within ten (10) days after election or appointment as a Director and no un-discharged bankrupt shall become a Director.

No Excluded Person may be a Director.

Subject to (d) below, a Director must work or reside in the Catchment Area.

The Board, upon recommendation of the Governance Committee, may exempt up to two (2) elected Directors from residing in the Catchment Area upon election or re-election, provided that no more than two (2) elected Directors at any time are allowed to reside outside of the Catchment Area. If at any annual general meeting of the Corporation there are more than two (2) elected Directors who do not meet the requirements of (c) above, then the most recent Director(s) to cease to meet such requirements shall be deemed removed from the Board at the annual general meeting until the two (2) Director maximum is restored.

APPENDIX B

Brant Community Healthcare System Foundation

INFORMATION ABOUT BECOMING A BOARD MEMBER

Remuneration of Directors

The Directors of the Corporation shall serve without remuneration and no Director shall directly or indirectly receive any profit from his position as such; provided that a Director may be paid reasonable expenses incurred by him in the performance of his duties.

Criminal Record Search

Prospective Directors may be asked to provide a Police Record Check Clearance form as part of the process for acceptance to the Board of Directors.

Time Commitment of BCHS Foundation Board Members

New members should anticipate a significant time commitment, which will vary based upon issues that arise from time to time.

Regular Board meetings are held on the 3rd Thursday of every other month at 5:00 p.m. Generally, meetings are 2 hours in length. Board members should anticipate membership on one of the Standing Committees of the Board such as Audit, Finance & Investment or Governance. These committees generally meet two-to-three times during the fiscal year, and are usually no more than 1 hour in length.

BCHS Foundation Board members are ambassadors of the Foundation and BCHS. As such, regular participation in Foundation, events and activities should be anticipated.

APPENDIX C

Brant Community Healthcare System Foundation

BOARD OF DIRECTOR COMPETENCIES

General Competencies

1. Commitment to BCHS & Foundation
2. Philanthropic Leadership
3. Effective Communication & Advocacy Skills
4. Integrity
5. Strategic & Change Leadership
6. Political Acumen
7. Analytical Decision Making
8. Knowledge & Ties to the Community.
9. Access to Influential Network.
10. Creative Thinking.
11. Strategic Planning Experience
12. Cultural/Gender Diversity

Specific Competencies

1. Government Relations Expertise
2. Fundraising Solicitation Experience
3. Financial Management Expertise
4. Legal Expertise
5. HR/Executive Performance Review
6. Public Relations & Marketing Expertise

Board Expectations

1. Regular attendance at meetings and events
2. Participating/supporting BCHSF activities
3. Annual commitment to meaningful donation
4. Confidentiality

APPENDIX D

BCHS Foundation Bylaws dated June 2023, available via the BCHS Website [CLICK HERE](#), or may be obtained by contacting Kari Wilson, Executive Director at kari.wilson@bchsys.org