



DIRECTOR'S ROLE

The Board of Directors' main role is to represent the membership in the pursuit of quality financial services and maximize these benefits to its owners.

GENERAL QUALIFICATIONS

Under the Credit Unions Act and Bayview Credit Union By-Laws, anyone who is a member of Bayview Credit Union is eligible to be nominated to the Board of Directors. However, there are certain restrictions on eligibility for election to the Board, for example:

- **Cannot be younger than 19 years.**
- **Cannot be an employee or a member of the immediate family of an employee.**
- **Cannot be a former employee or a person who is a member of the immediate family of a former employee who was employed by the Credit Union in the three years preceding an Annual General or Special Meeting.**
- **Cannot have declared bankruptcy or be more than three months in arrears on a loan.**

Please contact the Nomination Committee to confirm your eligibility.

QUALIFICATIONS SET BY BOARD

1. The Board has adopted a policy governance model and will govern with an emphasis on:
 - **encouragement of diversity of viewpoints.**
 - **strategic leadership.**
 - **clear distinction of Board and Chief Executive Officer roles.**
 - **collective rather than individual decisions.**
 - **being proactive rather than reactive.**
2. If you have been a member of Bayview for a **minimum of one (1) year**, or have served on one of our Committees, your expertise could be put to good use on the Board of Directors. The Board has instructed its Nomination Committee to seek qualified candidates whom it has further described as:



- a) **Community Leadership/Credit Union Knowledge**

- b) **Willing to undertake training in the way credit unions in general, and Bayview Credit Union in particular, operate.**
- c) **Prepared to read and study board-level information and studies; Finance**
- d) **IT/Digital Transformation**

Each member of the Board of Directors should participate on one of the following standing committees:

- **Credit Committee** – reviews the loan portfolio, delinquency, and write-offs in accordance with industry standards and ensures adherence to lending guidelines.
- **Risk, Audit and Compliance Committee** – reviews the asset to liability mix, investments, liquidity, retained earnings and ensures the equity levels as established by New Brunswick Legislation are at required levels.

It is important to note that committees are formed during the year in order to spearhead special projects. We have a Scholarship Committee, Nomination Committee and other ad hoc committees as required.

Directors are typically elected for a three (3) year term and it is Board policy that no Board member shall miss more than two consecutive Board or Committee meetings without cause.

TIME COMMITMENT

The following is a projected list of meetings for the year:

Board Meetings	11	Monthly
Annual Meeting	1	March
Committee Meetings	4	Quarterly
Strategic Planning	1	Weekend
Special Meetings	3	As called
AC Annual Meetings	2	Weekends
*CUDA Training	3+	Days

DIRECTOR TRAINING

*The **Credit Union Director Achievement Program** was developed by Credit Union Central of Canada and is mandatory for all Board members. Associated modules, Level A and B, are to be completed during the first 3-year term on the Credit Union Board and each module requires a minimum of 6 to 10 hours of study:



DIRECTOR TRAINING INCLUDES THE STUDY OF:

- **Credit Unions in perspective**
- **Roles, Responsibilities, Relationships**
- **Legal Responsibility & Legislative Environment**
- **Financial Management & Analysis**
- **Leadership & Organization**
- **Strategy: Planning & Oversight**
- **Accountability & Risk Oversight**
- **Board Development & Performance Evaluation**
- **Management Recruitment & Succession Planning**
- **Credit Committee Responsibilities**
- **Audit Committee Responsibilities**
- **Financial Statements & Financial Metrics**

NOMINATION PROCEDURE

1. Before the Annual General or Special Meeting, you may submit your application to the Nominating Committee. No nominations shall be considered complete until the nominee has signed a form agreeing to serve if elected and affirming that, having read the eligibility criteria, he or she is eligible for election.
2. Once you have been nominated and declared eligible for election to the Board by the Nomination Committee, Bayview Credit Union will include the responses provided by the candidate on the Board Member Nominee Information Form and the Candidate's photo on the Bayview Credit Union website and in all branches prior to the AGM. Candidates can gather support through these profiles.
3. Nomination forms are available at any branch of Bayview Credit Union and on-line. They should be completed and returned on-line or to the branch.

FURTHER INFORMATION

Nominations Deadline:
February 18, 2020

Further info:

Kurt Peacock
Nomination Committee Chairperson
Phone: **506-650-4522**
Email:
nominatingcommittee@bayviewnb.com

BAYVIEW MISSION STATEMENT

- Enriching our communities and those who live and work in them.

BAYVIEW VISION STATEMENT

- Where financial services and our communities work together for a sustainable future.

BAYVIEW VALUES STATEMENT

- **Passion**
Pride, Enthusiasm, and Dedication in all we do
- **Collaboration**
We are better together
- **Diversity/Inclusion**
Respect, Dignity, Fairness, Caring, and Equality for all
- **Innovation**
Creating new and better solutions
- **Quality**
In our Leadership, Work and Service

OUR HISTORY

Bayview Credit Union Limited is the first community credit union in New Brunswick and officially came into being on March 16, 1938. As in the early days, we continue today to be open to all. Over our 82-year history, Bayview has grown, now servicing members with eight local branches stretching from Sussex to St. George. Membership has increased from 12 to over 25,000 members/owners, and our assets as of Dec. 31, 2019, were over \$397 million.

Bayview is not only a growing financial institution serving our community but also an industry leader. We are a fully diversified financial institution providing members a full slate of products & services by a dedicated staff:

- *Debit Card with Interac® Direct Payment*
- *Multiple ATM locations*
- *Business and Personal Loans*

- *Mortgages*
- *e-Transfer*
- *Member Direct Online*
- *Deposit Anywhere*
- *Lock 'N' Block*
- *Google and Apple Banking Apps*
- *In-branch Bill Payments*
- *Deposit Insurance (NBCUDIC)*
- *Income Tax Services*
- *Collabria MasterCard®*
- *Term Deposits AND GIC*
- *Mutual Funds*
- *RRSP – RRIF - TFSA*
- *Transaction Chequing Accounts*
- *Savings Accounts*

CO-OP PRINCIPLES

Bayview Credit Union operates as part of the co-operative sector and adheres to the following seven co-op principles:



1. *Voluntary and Open Membership*
2. *Democratic Member Control*
3. *Member Economic Participation*
4. *Autonomy and Independence*
5. *Education, Training, and Information*
6. *Co-operation among Co-operatives*
7. *Concern for Community*

BAYVIEW BRANCHES

East Saint John

54 Loch Lomond Rd.
634-8585

Uptown Saint John

57 King St.
634-7910

West Saint John

46 Main St. West
635-8193

SJ Regional Hospital

400 University Ave.
648-6600

Hampton

550 Main St.
832-3469

Rothsay (KV)

59 Marr Rd.
847-8443

St. George

4B Wallace St.
755-3460

Sussex

582 Main St.
433-5005



Considering Board Membership?

The 2020 Bayview Annual General Meeting will include the election of Two Directors



Nomination Deadline: Feb. 18, 2020

Nomination forms available at all Bayview branches and online www.bayviewnb.com

Questions?

Phone: 650-4522

Email: nominatingcommittee@bayviewnb.com