



Calgary
Construction
Association

Director at Large Application

March 2024

Nomination/Election Notice to all Calgary Construction Association Members

The purpose of this document is to outline the nomination and election process for Directors at Large to the Board, and to encourage interested members to apply for consideration as Director at Large candidates. Pursuant to the Bylaws, at the upcoming 2024 AGM, members will elect up to a maximum of 6 Directors at Large for two-year terms based on the following process:

1. Any qualified member may apply for consideration as a Director at Large, subject to the qualifications set out in the Bylaws.
2. We will accept applications up to noon on April 8th, 2024 on the fillable PDF form.
3. The Nominating Committee will review all applications received based on the desired competencies and needs of the Board.
4. The CCA will communicate to members prior to the May 8th, 2024 AGM a final list of all Director at Large candidates, including those candidates (if any) that are not on the recommended slate, but still wish to stand. This communication to the CCA members will include the profile information for all Director at Large candidates as provided through their respective applications.
5. At the 2024 AGM members will be required to vote on the election of the Directors at Large to the Board.
6. As the Bylaws require CCA members to actually elect Directors at Large, the election will be conducted in person at the 2024 AGM. **The election will not be carried by remote electronic ballot, so it is important that members attend the 2024 AGM.**

The expected commitment of a Director at Large serving on the Board involves attending at least 5 or 6 Board meetings per annum, a two-day out-of-town strategic retreat, serving on different CCA committees and work groups as maybe needed, as well as attendance and participation in CCA events throughout the year.

The application is in the form of a [fillable PDF](#) and should be completed and returned directly to billblack@cgyc.com with the title “*CCA Board Director Application*”.

Should you have questions about the Director at Large nomination/election process please contact Bill Black, President & COO – billblack@cgyc.com or 403-830-7477.

Fillable PDF Application Form

CCA OVERVIEW

Founded in 1944 as a Builders Exchange, Calgary Construction Association has served the industry and our members in pursuit of excellence in the built environment, and we are dedicated to promoting growth and innovation within our vibrant community of builders and professionals.

At the heart of our mission are five strategic objectives:

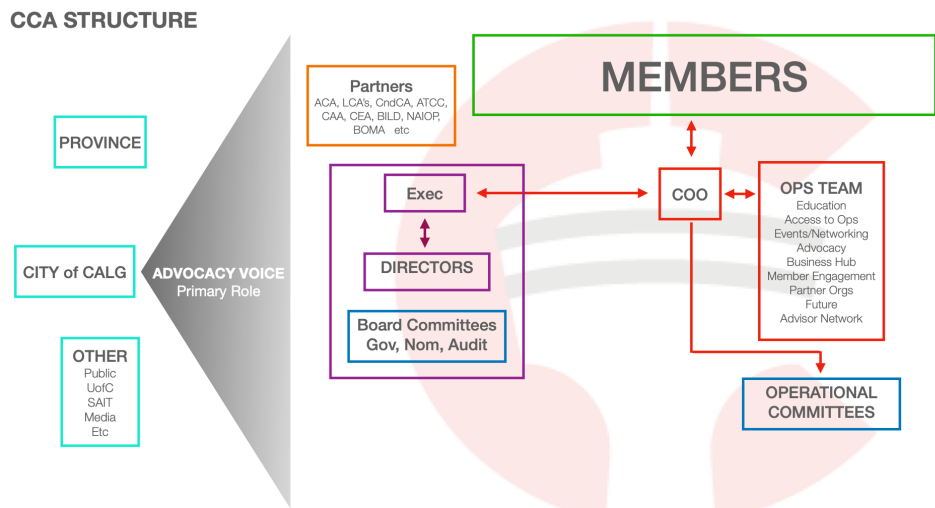


You can read more about how we arrived at these priorities [here](#).

We actively attract and nurture talent, connect members with quality projects, advocate for industry interests, empower our people through education, and embrace emerging trends and technologies. The CCA is more than just an organization; it's a vibrant community united by a shared vision, inviting you to support us on this exciting journey of growth, opportunity, and excellence in construction.

The operations team working with the President & COO deliver member services and activities that support the objectives as set by the board including –

- Member Services
- Events and Networking
- Member Communications
- Education and Development
- Advocacy, Government and Media Relations
- Membership Development and Industry Engagement
- Workforce Strategies



CCA BOARD

The CCA Board is a strategic board setting vision and strategy that the operations team execute against under the direction of the President. The President is the sole employee of the board and reports to directly to the Chair.

As a non-operational board the Directors are not involved in directing or carrying out the day-to-day work of the operations team. There may arise a need for more involvement in specific activities of CCA if consulted for expertise, enlisted by the President to participate in an operational committee or directed by the Chair and board. Otherwise, the role of Directors is strictly to support the development of strategy and engage in a spirit of full collaboration based on their subject matter expertise in response to holistic industry and member issues that come before CCA.

The Board is currently comprised of 18 Section Directors who are appointed by various trade and professional associations and 12 Directors At Large who are voted for by members on a rotating cycle of up to 6 per year. Directors serve 2-year terms with a maximum of 4 terms.

An Executive Committee acts in place of the board between board meetings and their actions are reported to the board for ratification.

CCA is a member-based organization and is majority funded by membership fees. With 800 or so member organizations CCA exists to serve our members on the issues that are relevant to them as business owners directly or indirectly engaged in the construction industry

We serve a diverse membership from the industry in terms of role and size and, while many of our directors tend to come from larger organizations, most of our members (80%) are organizations comprised of 10 or less employees in the office. This is also the main industry demographic where we will draw new members from if we are to grow membership.

It is therefore an extremely important perspective to bear in mind in serving our members as it means that, in reality, we are truly a small business support association and, while our directors may often come from larger organizations that have more sophisticated resources, perspectives and corporate priorities, the majority of our members have key issues and needs that may be much more granular and therefore our services and priorities must be aligned.

CCA TYPICAL CALENDAR OF EVENTS

This is subject to change but is intended to provide an overview of board and event calendar in a typical year.

MONTH	EVENT
January	Executive Meeting Board of Directors Meeting Networking/Knowledge Event
February	Executive Meeting Networking/Knowledge Event
March	Executive Meeting Networking/Knowledge Event
April	Executive Meeting Board of Directors Meeting Networking/Knowledge Event
May	Executive Meeting AGM/Awards Dinner Key Knowledge Event
June	Executive Meeting Board of Directors Meeting Spring Golf Classic
July	Stampede Event
August	Past Chairs Luncheon Education Fund Tournament
September	Executive Meeting Board of Directors Meeting Key Knowledge Event
October	Banff Board retreat Key Knowledge Event Executive Meeting Networking/Knowledge Event
November	Executive Meeting Board of Directors Meeting Networking/Knowledge Event
December	Christmas Social Event