To: All members of the Tompkins County Chamber of Commerce
From: Jeffrey Matteson, TST BOCES
Chair of the Chamber Nominating Committee
Jennifer Tavares, *Chamber President*
Date: August 23, 2021

We are writing to ask for your assistance. In order to continue to have a great Chamber & CVB, we need to have a strong, dedicated, and diverse Board of Directors. The Chamber's Nominating Committee is seeking your help to find qualified candidates for the Board of Directors. Other members of the Nominating Committee are board members Susan Riley (Cornell), Rachel Hogancamp (Rasa Spa), and Larry Abolaji (CFCU), as well as general Chamber members Laura Winter-Falk (Experience! the FLX) and Marshal McCormick (Fingerlakes Wealth Management).

Please consider whether someone within your business or organization would be interested in serving on the Chamber's Board. **We have exciting opportunities and much good work to do—and we need your input and support!** We will have **10** positions on the ballot this year, all but two are for 3-year terms (Jan. 2022 through Dec. 2024). Some important notes below:

- The seats are categorized by industry in proportion to our membership, and there are 25 voting members of the board.
- Current sitting board members are running for their second term in several open positions, which are noted on the summary that follows.
- The Chamber's bylaws allow board members to serve for two full three-year terms if their category is eligible for a second term.
- We welcome nominations in all categories with vacancies in this election cycle.

Board members are responsible for setting policy for the organization, approving the budget and plan of work, and have fiduciary responsibility. Board members also serve on one or more Chamber or CVB committees, attend Chamber events, and contribute to the Chamber as event or auction sponsors.

The Tompkins Chamber & CVB Board of Directors and Staff are seeking board members who share our commitments to fostering sustainable economic growth, improving quality of life, and to advancing diversity, equity, and inclusion within our organization and community.

For more information, please call the Tompkins Chamber at 273-7080 or email Carly Hansen at chansen@tompkinschamber.org.

Available Seats for 2022-2024 Board Term

4 seats* **Small Business & Service (7 seats total) -** Small businesses and microenterprises with less than 50 employees in any sector *(two current board members intend to run)*

1 seat* **Education (3 seats total) —** Educational institutions, educators *(one current board member intends to run)*

1 seat* **Finance (3 seats total) —** Financial institutions, large stockbroker and investment firms, large insurance agencies *(one current board member intends to run)*

0 seats **Non-profit (2 seats total) —** Not-for-profit service organizations

2 seats* **Large Business (3 seats total)** — Major employers and large businesses over 50 employees in any sector *(two current board members intend to run)*

1 seat **Tourism (2 seats total) —** Hotels, motels, tourist services, travel agencies, theaters, marine services and campgrounds

0 seats **Industry (2 seats total) —** Manufacturers, food processors and high tech (partial term with 2 years left)

1 seat **At Large (2 seats total) —** Represents any of the above sectors

***(An asterisk * means** that at least one current board member is eligible to run for a seat in this classification. Notes indicate the number of sitting board members running for a second term.)*

NOTE: While there are no seats available this year for the **Industry or Non-profit** sectors, the available **At Large** seat provides leeway for candidates in these sectors to join the board.

Candidates must be active members in good standing. Only written nominations listing qualifications will be accepted. The Nominating Committee will review the requests and will also search for potential candidates. They will prepare a slate of candidates for consideration by the Board and the membership. A ballot will be sent to all voting members in October, based on voting allocation per member as dictated by the Chamber bylaws.

To recommend someone or yourself to the Nominating Committee please fill out completely the Request for Board Nomination Consideration and return it to the Chamber by email (chansen@tompkinschamber.org) or by mail (904 East Shore Drive, Ithaca, NY 14850) by **September 13th, at 4 p.m.**

*Please also submit **a short paragraph or two as a bio of the candidate, plus a headshot.** These will help the membership get to know candidates better before completing the voting process.*

Any questions, please call 273-7080 or email Carly Hansen - chansen@tompkinschamber.org

Attached: Request for Board Nomination form

APPLICATION FOR TOMPKINS CHAMBER BOARD OF DIRECTORS NOMINATION

YES, I would like to be considered as a candidate for the _____ category position on the Board of Directors of the Tompkins County Chamber of Commerce. I certify that I am a member in good standing and have been a member for at least one year. I further understand that as a member of the Board, I will need to attend regularly scheduled monthly meetings, special meetings called by the Board Chair, as well as Chamber functions and events. I also understand that I will be asked to serve on a committee of the Chamber as a liaison to the Board and will from time to time work on special projects.

NAME: _____ POSITION: _____

BUSINESS: _____

ADDRESS: _____

PHONE NUMBER: _____ FAX NUMBER: _____

A brief bio of experiences and qualifications I would bring to the Board are listed below:

I. EDUCATIONAL BACKGROUND:_____
_____
_____

II. PROFESSIONAL BACKGROUND:_____
_____
_____

III. AFFILIATIONS (CLUBS, ORGANIZATIONS):_____
_____
_____

IV. HOBBIES & INTERESTS:_____
_____
_____

V. CURRENT CHAMBER INVOLVEMENT:_____
_____
_____

VI. MY AMBITIONS FOR THE CHAMBER:_____
_____
_____

VII. WHY I THINK I AM QUALIFIED TO SERVE AS A BOARD DIRECTOR:_____
_____
_____

Please complete and submit this form as well as a short bio and headshot to: Jeffrey Matteson, Nominating Committee Chair, Tompkins County Chamber of Commerce, 904 East Shore Dr., Ithaca, NY 14850, by email to chansen@tompkinschamber.org, or fax to 272-7617 by **Friday, September 10th at 4 pm.**

To guarantee placement on the ballot, a petition must be submitted in addition to this form.