



Buffalo Grove Lincolnshire Chamber of Commerce 2020 Officer/Board of Directors Application

Board members are elected as provided by the by-laws .

Qualifications

- Officer (1-year term)—Must have served for a least one year on the Board of Directors
- President (1-year term)—Must have served for at least one year on Executive Board
- Director (2-year term)—Must have been a BGLCC member for at least one year and actively participated on a chamber committee.

Expectations

Samples of those duties are:

1. Serve on at least one chamber committee
2. Attend all Board Meetings (Cannot miss more that 3 meetings)
3. Review Agenda before Board Meetings
4. Set the overall policy for the organization
5. Provide resources to meet the goals of the Chamber
6. Recommend changes in bylaws
7. Support the leadership and direction of the Board Chair and President
8. Attend After Hours and other chamber sponsored events (Minimum—25%)

Directors are encouraged to:

1. Volunteer at events when your schedule permits
2. Counsel and advise as requested by the Executive Officers
3. Perform such duties within his/her capabilities as requested by the President or Executive Director (including but not limited to solicitation of new members and funds)
4. Support Chamber financially by attending events or providing sponsorship
5. Attend Chamber events representing the Board of Directors
6. Represent the Chamber at Community Events



Buffalo Grove Lincolnshire Chamber of Commerce 2020 Officer/Board of Directors Application

Name_____

Member Company_____

Address/City/Zip_____

Phones: Work_____ Home_____

Fax_____ Cell_____

Email_____

Current Officer or Director

- I want to serve for another term. Yes No
- I am interested in serving as an Officer on the Executive Committee
- Current Position_____ Position for 2018_____
- Previous positions you have held_____
- Special skills you can offer to the executive board_____

Any outstanding debts to the Chamber or potential conflicts (i.e., doing business directly with the Executive Director, etc.)_____

New Applicant—Application for Director Only

- Committees you have served on_____
- Special skills you can offer to the chamber board_____



All Applicants – Committee Leadership Positions

The Chamber has restructured the current committees so that they are led by a Board Member who will have functional responsibility for all subcommittees in that area. Representative samples of committees are shown below with their areas of responsibility. Please indicate your area of interest and what qualifications you have in that area.

Marketing

Responsibilities include website, eBlasts, Chamber Newsletter, member promotional strategy, sponsorship development, and communications strategy.

Qualifications: _____

Special Events

Responsibilities include Casino Night, Trivia Night, Business Connection Summit, New Event Development, Sponsorships for events.

Qualifications: _____

Programs

Responsibilities include Business After Hours, Business Before Hours, Lunch Speakers, Lunch & Learn, Development of Sponsorships for Programs

Qualifications: _____



Membership

Responsibilities include Membership Recruitment, Membership Retention, Ambassadors, Development of New Member Attraction Programs.

Qualifications: _____

PLEASE NOTE—An Application must be submitted in order to be considered by the Nominating Committee

Return Application to the Chamber Office no later than Monday, October 14, 2019

Mail to—BGLCC, PO Box 7124, Buffalo Grove 60089, fax to (847) 541-7799, or scan and email to sschoenhof@bglcc.org