

GOVERNANCE & NOMINATING:

The Institute's Governance & Nominating Committee is responsible for undertaking the nominating process for the Institute's regular bi-annual elections for the Board of Directors, as well as overseeing and assisting with the institute's governance and key policy matters as may be required. These responsibilities are stipulated both in the bylaws and through policies established by the Board. Other governance matters that fall under the Committee's responsibilities include consideration of potential significant bylaw amendments and related governance policy work that arises from time to time.

In accordance with the current standing policy of the Board – that the current President normally serve as chair of the Committee – the Governance and Nominating Committee was chaired by David Block RPP, MCIP throughout 2022.

BOARD ELECTIONS & NOMINATIONS:

As mandated by the Institute's bylaws, elections for the Board of Directors are held every two years (every odd numbered year) leading up to the Annual General Meeting of that year. Therefore, the next election will take place in conjunction with the 2023 Annual General Meeting (AGM).

For each election, the Committee is required to nominate a minimum number of members for the various positions on the Board of Directors. The Committee can also nominate more than the minimum number of members prescribed. As part of its mandate from the Board, the Committee works to take into consideration several different factors when reaching out and seeking possible member nominees, such as regional representation, diversity factors, sector of employment, professional background, skills and knowledge, and volunteer experience.

The chair and Committee began work in late 2022 in anticipation of and preparation for the 2023 regular Board elections. Due to volunteer turnover on the Committee from the previous term, initial efforts focused on seeking out and securing additional new volunteer members to join the Committee itself. This work took place through a membership-wide call for expressions of interest and recruitment process coordinated by the chair. The process ultimately led to the appointment of several new volunteer members to the Committee in early 2023.

The Committee continued its work on the formal Board election nomination process into 2023, in accordance with the Institute's bylaws. This involves nominating at least one Certified member to stand for election to the position of President-Elect for the coming term; nominating at least eight Certified members to stand for election as directors on the Board for the coming term; and nominating at least one

Candidate member to stand for election as the Candidate member on the Board for the coming term.

Following the Committee's nomination process, additional at-large nominations for all available positions on the Board are sought from the membership, after which the voting process takes place leading up to the 2023 AGM. Thanks are extended to all those members who may step forward and be nominated to stand for election to the Board in 2023.

BYLAWS & POLICY WORK:

The Institute did not undertake any formal bylaw revisions or amendments in 2022. As has been previously reported, the most recent major amendments to the bylaws took place in 2016 and 2017 (driven in part by the new *Societies Act* adopted in British Columbia at that time). Additionally, the most recent minor amendments were to Part 13 of the bylaws (updating some of the structures and processes for the Institute's Professional Conduct Review Committee and the disciplinary process). Those most recent changes were completed and adopted in 2018.

COMMITTEE VOLUNTEERS & THANKS:

The Institute's governance, policy, and nominating work could not be completed without the efforts of the volunteer members who serve on and contribute to the Committee – including those who have recently joined the Committee. Our thanks are extended to all the members who served on the Committee over the past year, and to the staff for their ongoing support of the Committee's work. Additional thanks are again extended to those members from across BC and the Yukon who step forward to stand for election to the Institute's Board of Directors, or who might be considering doing so in the future. Thank you.

