



Nevada Chapter

Fact Sheet on 2010-2011 Board of Director Elections

Currently there are three open seats for the USGBC - Nevada Chapter Board of Directors for 2010-2011. These are two year term commitments. Prospective board members first must decide if there is sufficient time in their schedule to dedicate to the advancement of the chapter. The Board Application Form must then be filled out and returned. Each candidate will have equal time to discuss their candidacy at the November membership meeting.

Voting will take place via e-mail between the November and December membership meetings. Results will be announced at the December meeting. The chapter's objective is to have a diverse board representing the USGBC member structure. Each chapter holds elections in accordance with their chapter bylaws as approved by USGBC. Officers will be appointed by the board in the board meeting following the election.

General: Current chapter bylaws provide for a Board of Directors consisting of eleven (11) representatives from the USGBC membership categories. No more than two seats can be filled by any one membership category. No more than one representative from a given member company may serve on the board during a fiscal year, and directors must be employed in the membership category for which they intend to run.

USGBC Member Categories

- Building Product Manufacturers
- Building Controls Manufacturers/Building Operations, Maintenance
- Building Owners, Facility Managers and Developers
- Real Estate Brokers and Property Management Firms
- Contractors and Builders
- Professional Societies
- Local and State Governments
- Environmental and Nonprofit Organizations
- Professional Firms
- Financial Institutions (Lenders, Insurers, Others)
- Utilities, ESCOs and Energy Service Providers
- Insurance Companies, Brokers and Agents
- Universities and Research Institutes

Board Responsibilities: USGBC bylaws identify the following general responsibilities: 1) to supervise, control and direct the affairs of the chapter, its committees and activities; 2) to elect the Chapter Chairperson, Vice Chairpersons, Secretary and Treasurer and to hire staff; 3) to actively pursue the chapter's objectives and supervise the disbursement of its funds; 4) to adopt a policy on conflicts of interest; and, 5) to take such actions as may be necessary to conduct the organization including but not limited to adopting rules and regulations for the conduct of its business as shall be deemed advisable, establishing policies from time to time, and delegating certain authority and responsibility to the Executive Committee if one exists.



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The National Center for Nonprofit Boards describes the following basic responsibilities which are also germane for assessing needs and qualifications for the Chapter Board:

- Determine the organization's mission and purposes;
- Ensure effective organizational planning;
- Ensure adequate resources;
- Manage resources effectively;
- Determine, monitor, and strengthen the organization's programs and services;
- Enhance the organization's public standing;
- Ensure legal and ethical integrity and maintain accountability; and
- Recruit and orient new board members and assess board performance

Criteria for Candidates for the Board: Given the chapter's expanding scope of programs and local influence, a number of qualifications are particularly important in this election. These are the criteria to be used in soliciting and evaluating candidates. Qualified candidates shall:

1. **Be a USGBC National and Nevada Chapter member in good standing;** employed in the pertinent membership category; having completed both national and local application materials.
2. Bring substantive knowledge and experience from the pertinent membership category to help the chapter design and implement programs relevant to that sector.
3. Bring important knowledge and contributions from one or more areas of special interest to the chapter.
4. Contribute to the board's diversity in geography, skills, and overall perspective.
5. Bring leadership expertise to contribute to the chapter's governance.
6. Bring the ability and willingness to influence key players and sectors in the industry including high priority sectors of real estate, corporate, energy/utility, finance, residential and product manufacturers.
7. Be able and willing to recruit new members for the USGBC and chapter.
8. Be able and willing to serve on committees as needed including leadership positions.
9. Bring the ability and willingness to help secure funding for the chapter's programs through sponsorships, corporate and charitable sources, and other significant sources of funding.
10. Abide by the USGBC's conflict of interest policy.
11. Be able and willing to attend at least 75% of the monthly board meetings each year.

Guidelines for Campaigns: The chapter will provide the following opportunities for those candidates selected to run on the slate. All such members will be invited to participate in a "Meet the Candidates" at the November Monthly Membership Meeting. The Chapter will also distribute badges to identify candidates during that meeting. Neither candidates nor their supporters will display or distribute



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campaign literature, buttons, or other paraphernalia at the meeting. Each selected candidate's biography and statement of qualifications and contributions will be posted on the chapter's website and distributed at the meeting. In addition to these tools, slated candidates or supporters may create and maintain, at their own expense, internet addresses in support of candidates; however, they may not use the internet to transmit unsolicited messages or any other communication to individuals who did not request such information from the candidate. Such internet addresses will also be provided to the board at the time of their creation. Also note that a candidate may not write campaign letters except to members of the board.

Write-In Candidates: Chapter members may vote for write-in candidates during the election period by adding names to the ballot. Write-in candidates are not part of the slate put before the membership by the board. They cannot be represented as such; nor, is the chapter obligated to distribute any informational materials about write-in candidates on its website or in any other chapter forum. The write-in candidate may announce his/her interest in seeking membership votes and distribute information materials at chapter meeting following introduction of the slated candidates. Write-in candidates are also subject to the same campaign guidelines described above relating to internet and other communications.

USGBC's Conflict Policy (Summarized) Leaders must avoid activities and situations that actually, potentially or apparently conflict with the council's or chapter's interests or interfere with the role models' duty to serve the chapter with undivided loyalty ("conflicts"). Conflicts include: (1) having a direct financial or close personal interest in a company, service or product that could be affected (in a positive or negative manner) by a decision of a board, committee or other chapter governing body on which the leader serves, (2) revealing or misusing confidential information, (3) accepting or offering substantial gifts, excessive entertainment, favors or payments which may reasonably be construed to constitute undue or otherwise improper influence, (4) breaching any fiduciary duty owed to the chapter, (5) participating in any private inurement transactions, which include transactions where the chapter's resources are transferred to an individual solely by virtue of the individual's relationship with the chapter and without regard to accomplishing the chapter's purposes, (6) exploiting opportunities for personal or private benefit that could otherwise benefit the chapter, and (7) taking direct action on behalf of the chapter that may result in material personal or private benefit or that may result in a material adverse impact to a personal or private competitor.

Timeline: The Board has planned the following calendar, which is subject to change as needed:

Thursday, September 24, 2009Call for nominations
Tuesday, November 10, 2009Deadline for receiving candidate applications
Tuesday, November 17, 2009Candidate Presentations at Monthly Chapter Meeting
Election Voting Begins
Biographical materials available on Chapter's election site
Friday, December 4, 2009Elections closed at midnight (Pacific Time)
Tuesday, December 8, 2009Election results announced at Monthly Chapter Meeting