Lakeland Credit Union

Because Your Choices Matter







Director Nomination Package

Lakeland CREDIT UNION

Be a part of something bigger
Director Applicant Information

Be a leader at your credit union

Thank you for your interest in becoming a member of Lakeland Credit Union's Board of Directors. Here you'll find everything you need to complete the process, including:

1. **Board Breakdown** – Committees of the Board
2. **The Fine Print** – Board of Director expectations
3. **The Next Step** – How to apply
4. **Application**

If you're a dedicated advocate for your credit union and possess a collaborative, community-focused mindset, you might be the perfect fit to help make a difference and significant impact on our board.

Applications for nominations must be marked *confidential* and submitted to:

Lindsay Clausen
Administration & Events Coordinator
Lakeland Credit Union
5016 50 Ave, Box 8057
Bonnyville, AB T9N 2J3

Thank you for your interest and good luck!

Board of Directors

Director Applicant Information

Dear Board Candidate:

At Lakeland Credit Union we value the dedication and commitment of our members who choose to participate in our nomination and election process as a Board candidate. We thank you for your interest in seeking nomination for our Board of Directors.

Inside this package, you will find information outlining the eligibility criteria for candidates, the expectations and responsibilities of Board members in governing the credit union, and all the materials needed to complete the application process.

To support members who are considering becoming candidates, the Board appoints a Nominations and Elections Committee each year. The committee's primary role is to ensure members are fully informed about the nomination and election process and have the information they need to make an informed decision about pursuing candidacy.

To apply, please complete and submit the application package along with the required documents. If you have any questions, please connect with a member of our Nominations & Elections Committee:

- **Devon Kalinski** dkalinski@lakelandcreditunion.com
- **Elisa Brosseau** ebrosseau@lakelandcreditunion.com
- **Ann Kostyshyn** akostyshyn@lakelandcreditunion.com

Please note that applications must be received no later than **January 6, 2027**.

Yours truly,



Kurt Richard
Chairman of the Board

What Does a LCU Board Director Do?

Board of Directors



Kurt Richard
Chairman of the Board



Elisa Brosseau
Vice Chair



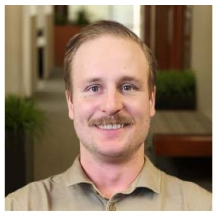
Lacey Chyz
Director



Brian Fieger
Director



Adam Hallwachs
Director



Devon Kalinski
Director



Sheri McAuley
Director



Ann Kostyshyn
Director



Chris Vining
Director

We are looking to cultivate our board diversity by seeking individuals with different backgrounds and varying levels of personal and professional experience.

There isn't a particular resume we're seeking for our ideal Director. We strive to create a Board that reflects a broad spectrum of skills, experience and interest, with a collective community mindset. Our current board consists of professionals, retirees and community members from diverse backgrounds and age groups.

What does a Director do?

1. Represent the interest and concerns of the LCU membership
2. Participate in policy and strategic planning
3. Monitor policy adherence
4. Work in cooperation with LCU executives on strategy
5. Attend all Board and committee meetings as assigned
6. Represent LCU in the community
7. Ongoing learning of the credit union and board responsibilities

Board and Committee Meetings

The Board of Directors meets approximately 10 times per year, in the evenings for 2–3 hours, with a break over the summer. Each Director also serves on at least one committee (listed below), which generally meet 3–5 times per year. In addition to regular Board and committee meetings, Directors participate in an annual strategic planning session.

Committees

- Governance
- Finance, Audit & Risk
- Community & Member Relations
- Nominations & Elections

Directors are expected to review meeting materials in advance and come prepared to participate in discussions and decision-making.

Directors will be reimbursed for their services in accordance to the credit union's remuneration policy including, but not limited to:

- Board & Committee Meetings $300.00 per meeting
- Monthly Honorarium $250.00

The Fine Print

Board of Directors Elections

Board members of the credit union must, at all times during their tenure on the Board, meet the eligibility requirements of the Credit Union Act and bylaws of the credit union as follows:

1. must be a member in good standing for a period of one year or greater;
2. must be bondable;
3. must have an acceptable credit history;
4. must not be an employee of the credit union; nor a former employee of the credit union during the preceding 5 years;
5. must not be an employee or director of a competing financial institution or investment company, including a financial advisory firm;
6. must not be in breach of his/her oath of office as a director, including but limited to confidentiality of credit union information;
7. must not be in violation of the credit union's policies or bylaws;
8. must not be the spouse or adult interdependent partner of a Director or employee of the credit union or is relative of, or a relative of the spouse or an adult independent partner;
9. must not reside in the same household as a sitting LCU Director or employee;
10. must reside within the trading area* of the Credit Union, and
11. maintain strict confidentiality and discretion in handling LCU information and data.

Board Directors are expected to:

- **Attend at least 70%** of all board and committee meetings each year. Virtual attendance is permitted upon approval but not majority of the time. Directorship will be suspended if three consecutive meetings are missed.
- **Fiduciary Duty:** Act honestly and in good faith with a view to the best interests of Lakeland Credit Union at the exclusion of other interests.
- **Duty of Care:** Exercise the care, diligence and skill of a prudent person in directing Lakeland Credit Union's affairs.

  It is important that there not be any conflict between director's private interests and their responsibility to LCU. Directors are required to disclose situations that are or may be perceived as a conflict of interest.

*D*efined within Policy as being within a 160 km radius of the hubs of Bonnyville and/or Cold Lake and within the provincial boundaries of the Province of Alberta.*

Campaigning

Campaigning or soliciting votes from members at the branches or online is prohibited during elections.

Upon acceptance as a candidate, you may promote your candidacy and encourage members to vote for you. All campaign activities must be conducted professionally, respectfully, and in accordance with these guidelines.

Campaign Conduct

- **Speak for yourself**. Clearly identify your views and proposals as your own, not those of Lakeland Credit Union, its Board, or management.
- **Do not make promises**. Avoid commitments regarding future Board decisions or actions, which are determined collectively by the Board.
- **LCU Branding Use**. Do not use logos, phrases or other elements of Lakeland Credit Union in your campaign; as a candidate you are not a representative of Lakeland Credit Union, you are simply asking members to support you in becoming a Director.
- **Keep it positive and professional**. Focus on your qualifications, skills, experience, and the value you would bring to the Board.
- **Be respectful**. Negative or disparaging comments about Lakeland Credit Union, its regions, other candidates, management, staff, or the Board are not appropriate.

Director Training

Ongoing training and professional development are important responsibilities for the credit union and require commitment and initiative from each Director.

- **Learning through experience:** Directors develop their knowledge through Board and committee experience, as well as by drawing on their individual knowledge, skills, and backgrounds.
- **Required training:** The Credit Union Director Achievement (CUDA) program is a minimum requirement for all Directors and must be completed within their first three-year term.
- **Continued learning:** A variety of short courses, offered through day or evening classes and webinars, are available to support ongoing learning and provide knowledge in specific subject areas.
- **Training expenses:** The credit union covers eligible out-of-pocket training expenses, including tuition, meals, and travel costs

Term and Renewal

Directors are elected for a term of three years and may serve for a maximum of 12 years. A director's renewal is not automatic and shall be determined by re-election or acclamation.

Lakeland Credit Union is founded on and guided by the Seven Cooperative Principles:

1. **Voluntary and Open Membership** – Cooperatives are voluntary organizations open to all persons able to use their services and willing to accept the responsibilities of membership, without gender, social, racial, political or religious discrimination.
2. **Democratic Member Control** – Cooperatives are democratic organizations controlled by their members, who actively participate in setting policies and making decisions. The elected representatives are accountable to the membership. IN primary cooperatives, members have equal voting rights (one member, one vote) and cooperatives at other levels are organized in a democratic manner.
3. **Members' Economic Participation** – Members contribute equally to, and democratically control, the capital of their cooperative. At least part of the capital is usually the common property of the cooperative. Members usually receive limited compensation, if any, on capital subscribed as a condition of membership. Members allocate surpluses for any or all of the following purposes: developing the cooperative, possibly by setting up reserves, part of which at least would be indivisible; benefitting members in proportion to their transactions with the cooperative; and supporting other activities approved by the membership.
4. **Autonomy and Independence** – Cooperatives are autonomous, self-help organizations controlled by their members. If they enter into agreements with other organizations, including governments, or raise capital from external sources, they do so on terms that ensure democratic control by their members and maintain their cooperative autonomy
5. **Education, Training and Information** – Cooperatives provide education and training for their members, elected representatives, managers, and employees so that they can contribute effectively to the development of their cooperatives. They inform the general public, particularly young people and opinion leaders, about the nature and benefits of cooperation.
6. **Cooperation Among Cooperatives** – Cooperatives serve their members most effectively and strengthen the cooperative movement by working together through local, national, regional and international structures.
7. **Concern for Community** – While focusing on member needs, cooperatives work for the sustainable development of their communities through policies accepted by their members.

Go Ahead… Take the Next Step

Board of Directors Elections

Ready to apply for election to LCU's Board of Directors?

Applications must be marked *confidential* and submitted to Lindsay Clausen, Administration & Events Coordinator via:

Mail

Lakeland Credit Union
5016 50 Ave, Box 8057
Bonnyville, AB T9N 2J3

In Person - Bonnyville

Lakeland Credit Union
5016 50 Ave
Bonnyville, AB

Monday-Friday: 8:30am–4:00pm

In Person - Cold Lake

Lakeland Credit Union
5217 50 Ave
Cold Lake, AB

Email or Phone

Lindsay Clausen: lclausen@lakelandcreditunion.com or 780-812-3610

Completed applications are due on January 6, 2027. Late applications will not be considered.

Applications must include:

- Application Form
- Resume
- Signed Declaration Form
- Nominator Form
- Signed Consent Form

You will be contacted to complete a video biography which will be hosted on our website prior to our formal election and Annual General Meeting.

Application Form
Board of Directors Elections

Nomination Information

Name: _____

Address, City, Postal Code: _____

Telephone: **Home** _____ **Work** _____ **Cell** _____

Email: _____

When did you join Lakeland Credit Union?

Membership or account number(s)

Have you ever been employed by LCU? Yes / No If yes, when?

Do you have any immediate relatives currently employed with LCU? Yes / No

If yes, please identify:

Work history/ background (Do not complete if attaching a resume):

_____

_____

_____

_____

_____

Declaration By Nominee

I _____, in submitting my name in nomination for election to the Board of Directors of Lakeland Credit Union do hereby declare that:

1. I will comply with the sections of the Credit Union Act and the bylaws of Lakeland Credit Union pertaining to the qualifications for Directors.
2. I am a member in good standing for a period of one year or greater.
3. I am bondable.
4. I have an acceptable credit history.
5. I am not an employee of the credit union; nor a former employee of the credit union during the preceding 5 years.
6. I am not an employee or director of a competing financial institution or investment company, including a financial advisory firm.
7. If elected, I agree that I must not breach my oath of office as a Director, including the obligation to maintain the confidentiality of Credit Union information.
8. If elected, I agree that I must not be in violation of the credit union's policies or bylaws.
9. I am not the spouse or adult interdependent partner of a Director or employee of the credit union or a relative of, or a relative of the spouse or an adult independent partner.
10. I do not reside in the same household as a sitting LCU Director or employee.
11. I reside within the trading area of the Credit Union.
12. I agree to not campaign or solicit votes from members at the branches or online during the election period.
13. If elected, I will maintain strict confidentiality and discretion in handling LCU information and data.

With reference to this application and all parts thereof, I hereby give my consent to the disclosure of credit and/or personal information to, or from any credit-reporting agency. I confirm the above information is true to the best of my knowledge. I permit Lakeland Credit Union to conduct a credit check on my behalf and take appropriate steps to further validate the above qualifications.

_____ _____

Signature of Nominee Date

Nominators

Each candidate must be supported by two nominators who are members of Lakeland Credit Union. This requirement helps demonstrate member support for the candidate and reinforces the integrity and accountability of the nomination process.

Nominator #1

Name: _____ Membership/Account Number: _____

Signature: _____

Nominator #2

Name: _____ Membership/Account Number: _____

Signature: _____

Consent Form

The undersigned hereby applies to be nominated as a candidate for election onto the Board of Directors of Lakeland Credit Union Ltd. and has a complete understanding of the position and the associated responsibilities and obligations.

_____ _____

Signature of Nominee Date