

Conference of Consulting Actuaries

SUBJECT: Interested in Being Considered for Board Nomination

DATE: 11/2017		
CCA CONTACT:	Kelly Fanella Executive Director, CCA	E-MAIL: kfanella@ccaactuaries.org PHONE: 847-719-6500
2017-2018 CCA Nominating Committee Chair:	Donald E. Fuerst	E-MAIL: don@fuerstplace.com PHONE: 303-570-1990

Overview

Service as a member of the Board of Directors of the Conference of Consulting Actuaries (CCA) is both a privilege and a responsibility. This questionnaire is designed to assist the Nominating Committee in gauging your interest and commitment to serve on the Board of Directors. Studies of both corporate and nonprofit organizations have concluded that informed, engaged boards and leadership and attentiveness to the core components of governance are typically associated with successful, effective organizations.

Our success and effectiveness – both collectively and individually – depends on our understanding and acceptance of the role of the Board of Directors in governing CCA. The strength, involvement and commitment of the members of the Board of Directors determine the organization’s ability to maintain its tradition of success.

In this regard we request that you complete the following information to assist us in our consideration of you to potentially be placed on the election ballot for the CCA Board of Directors.

Please note: Completion of this form doesn’t guarantee you a position on the slate of Nominees ballot released at the direction of the Nominating Committee.

Name:	Date:
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Company:
Phone: Email:
Address:

Do you wish to be considered for election on the Board of Directors?
Yes _____ Not at this time _____
If not, do you wish to be considered in the future, and if so, when?

BOARD MEETINGS

Statement of Expectation:

All Board members are expected to attend all three Board meetings during the current term. In preparation for each meeting, each member should review all materials in advance of the Board meetings, and actively participate in the Board discussions. Following each meeting, members are expected to review and approve minutes, and accomplish the to do's listed.

Attendance:

Do you expect to be able to attend the following Board meetings?

Winter 2019 Yes _____ No _____

June 2019 Yes _____ No _____

October 2019 Yes _____ No _____

Preparation:

**Board members need to read the reports, minutes and other materials in advance of Board meeting.
Be prepared to engage in meaningful discussions prior to all votes.**

Participation:

Board members are to make their own travel and lodging arrangements (lodging is in hotel as specified and by deadline required and communicated in advance of the meeting).

Board members need to actively participate in Board meetings and express opinions.

Board members need to encourage others to participate at Board meetings as well.

Board members need to accept and provide constructive criticism to and from other Board members.

Board members need to work with staff in a professional manner.

Please describe your participation at CCA activities/events during your membership tenure:

BOARD COMMITTEE PARTICIPATION

Statement of Expectation:

Due to the somewhat limited size of the CCA and the CCA's volunteer network, it is essential that the CCA Board take charge, at least initially, for ad hoc task forces and committees formed for specific purposes, e.g. the Benefits and 401K Investment Committees. Going forward, it is requested that all Board members actively participate on at least one task force or committee, annually.

PERSONAL ADVOCACY ON BEHALF OF CCA

As a CCA Board member you should be a champion of the organization by being an active member and promoting the organization within and outside of your organization. In addition, Board members are asked to make welcome calls to new members and calls to individuals whose dues are in arrears to try to understand the reason behind a potential drop/resignation.

Please describe your advocacy of the CCA, and if you've been successful in recruiting new members to join the CCA:

Have you attended and/or encouraged others from your organization to attend CCA events (Audio/Webcasts, Annual Meetings, EA Meetings, and Seminars)?

Yes ____ No ____

CCA GOVERNANCE

Do you understand the Board responsibilities as described in the CCA Bylaws?

Yes ____ No ____

As a Board member, there are fiduciary responsibilities to fulfill; among them are reviews of the most recent CCA audit, review and approval of the current year budget, and the current year strategic goals.

OVERVIEW

Briefly describe how you bring a unique or different perspective to the board (cultural, area of expertise, education, etc.)

Anything else you believe we should know about you and/or your organization to assist us in considering you as a potential candidate for the Board of Directors:

What are your objectives for serving on the Board if you were asked to be a nominee on the ballot released by the direction of the Nominating Committee for a three-year term?

**Are you a Board member of any other organization? _____
If yes, please provide the name of the organization and the capacity in which you serve.**

Service on the Board of Directors is providing your experience and expertise to the CCA as an organization and not as a representative of a company or other interested party.

_____ I understand and agree
_____ I do not agree

I agree to sign a release to allow verification that I am not presently in front of the ABCD, JDC or the individual panels of the US actuarial associations (Academy, ACOPA, SoA, CCA, and CAS) for any disciplinary matters:

_____ Yes
_____ No

Please e-mail your responses to Kelly Fanella at kfanella@cactuaries.org and Samantha Feinglass at sfeinglass@cactuaries.org by **12/31/2017 for consideration in the candidate pool before the Nominating Committee for the 2018-2019 Nominees.**