



### Board Election Process & Structure

The ECA Board of Directors is comprised of 11 elected Directors, 1 Director Ex-Officio (the Chair of the Board), and up to 4 appointed board members.

Directors represent the Association's four Classifications of Membership — General Contractors (3), Trades (3), Manufacturers & Suppliers (3) and Architects & Engineers (2). Directors are elected for 3-year terms.

Serving on the ECA Board demands 75-100 volunteer hours per year. This includes quarterly Board meetings and attendance at the annual 3-day Board Retreat, and subcommittee responsibilities.

### New Nomination Eligibility Criteria

It is an expectation that firms nominate candidates with significant or senior leadership, authority and oversight in their firm to be eligible to run for the Board. This does not mean that a small company cannot participate. In fact, it is important to have small firm representation on the Board.

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### The 2022 Election

Board elections will take place November 9-24, 2021, with results announced on November 26.

7 Available Seats for 2022 Term:

- 3 to represent the General Contractors Classification
- 3 to represent the Trades Classification
- 1 to represent the Manufacturers & Suppliers Classification

Election Timeline:

Board Nominations Open:	Thursday, October 14, 2021, 10:00 am MDT
Board Nominations Close:	Wednesday, October 27, 2021, 4:00 pm MDT
Board Elections Open:	Tuesday, November 9, 2021, 8:00 am MST
Board Elections Close:	Wednesday, November 24, 2021, 2:00 pm MST
Results Announced:	Friday, November 26, 2021

Initial Board Commitments (if elected):

- Board Meeting and Reception: Wednesday, December 8, 2021, 11:30 am - 5:00 pm
  - \*All new board members would be invited to sit in and view the meeting
  - \*The reception may not be an option due to COVID gathering restrictions
- Board lunch, photo, video session and orientation:
  - Wednesday, January 19, 2022, 10:00 am – 4:00 pm
  - \*Virtual or In-person TBA; lunch and photos are pending on COVID gathering restrictions
- ECA Annual General Meeting: Friday, February 4, 2022 (Virtual or In-person TBA)
- First board meeting: Wednesday, March 9, 2022, 11:30 am - 3:30 pm



### The Election Process

The election will be administered by **Vote Now**, a third party that specializes in online voting.

Each full-member firm will receive one ballot. The ballot will indicate the total number of open seats in each category – GCs, Trades, Manufacturers and Suppliers, Architects or Engineers. The 2022 ballot will include 7 voting opportunities. Each voting firm will be able to place up to 7 votes, but only 1 per candidate. Election results will be compiled upon closing. If your firm needs to update your primary voter contact at the ECA, please email [hailey.theissen@edmca.com](mailto:hailey.theissen@edmca.com).

### Nomination Details

Each Full Member firm (this excludes Associate Members) is eligible to nominate a representative from their firm to stand for election by completing the nomination form at the bottom of this page.

**Each nominee must submit:**

1. A professional biography in WORD format; “.doc file”; no PDF’s (max. 250 words), outlining their current position, industry experience, and any industry or community volunteer activities. This information will appear on the online ballot.
2. A high-quality headshot photo for use on the ballot. Any digital graphic format is acceptable.
3. Email and phone contact details. This information will not be included on the ballot.

Please send the above items along with the nomination form to [wendy.billey@edmca.com](mailto:wendy.billey@edmca.com) by October 27, 2021, at 4:00 pm MST

### NOMINATION FORM

<b>WE NOMINATE THIS EMPLOYEE AS OUR CANDIDATE FOR THE 2022 BOARD ELECTION</b>	
FIRST & LAST NAME:	
JOB TITLE:	
ECA MEMBER FIRM NAME:	
EMAIL:	CELL:
GENERAL CONTRACTOR <input type="checkbox"/>	TRADES <input type="checkbox"/>
	MANUFACTURER, SUPPLIER <input type="checkbox"/>
*Please note that this form must be accompanied by a professional biography of a maximum of 250 characters, outlining the Nominee’s current position, industry experience and any industry or community volunteer activities (in Word). Please also include a high-quality headshot.	
*New and continuing board members are expected to attend a photo, video session, orientation, and lunch at the ECA on January 19, 2022, from 10:00 a.m. – 4:00 p.m. (Virtual or In-person TBA; lunch and photos are pending on COVID gathering restrictions).	