



## Board of Directors Nomination Form

Thank you for your interest in nominating yourself or another Member to the Board of Directors.

Serving on our Chamber's Board of Directors is a rewarding experience and an opportunity for professional growth. By completing this form you will understand the skills and time/resource commitments of this leadership position.

This application will be kept confidential and on file at the Chamber office for two years from the date of submittal and will be used by the Board's Nominating Committee to identify and evaluate potential board candidates.

NAME: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

- Current position and years of experience: \_\_\_\_\_
- Professional and community volunteer leadership (please indicate any prior Board experience):
- How can this candidate contribute to the success of the Chamber (75 words or less)?
- Is this candidate willing to give time, energy and resources to support the mission of OPACC?
- Is the candidate comfortable soliciting others for membership and support?

- The Board of Directors meets on the third Wednesday of each month from 8:00 to 9:00am. Board members stay connected to the Chamber through meeting attendance, committee work, member events, email and other Chamber communications. Does the candidate have the time and resources to be an active Member of the Board?
- Relevant education, career experience, leadership skills, achievements:
- Additional comments:

*Nominee Signature:*

*Date:*

*Nominator Signature:*

*Date:*

*Nominating Board Chairman:*

*Date:*

Please complete this form and return to:

Shannon Rocha  
 Orland Park Area Chamber of Commerce  
 8799 W. 151<sup>st</sup> Street  
 Orland Park, 60462

Phone: 708.349.2972    Fax: 708.349.7454    Email: [srocha@orlandparkchamber.org](mailto:srocha@orlandparkchamber.org)

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**Office use only:**

**Date received:**

**Date reviewed:**

**Date applicant notified of status:**

## **Purpose of the Board**

The board of directors is the policy-making body of the Orland Park Area Chamber of Commerce. As such the board:

- Assists the chamber in achieving its mission and goals
- Reviews and authorizes the chamber's annual action plan
- Approves the creation of committees and the appointment of committee chairpersons
- Hears and responds to reports and recommendations of committees
- Facilitates communication on issues affecting the business community
- Elects officers with the Board of Directors and fills all vacancies occurring on the board in accordance with the bylaws.

## **Accountability**

Each Board Member:

- Is accountable to the President and its chamber members
- Shall attend monthly board meetings. Failure to attend three successive meetings without submitting a reason for such absence will result in termination of directorship
- Shall attend monthly meetings, events and activities
- Shall notify chamber staff if unable to attend a meeting or event