



Declaration of Candidacy Nomination Questionnaire Introduction

The Greater Iowa Credit Union Board of Directors is responsible to the membership by setting policies, planning the path to the future, evaluating progress, and guiding the President/CEO and Management in overseeing the general operations following the requirements of all pertinent laws and regulations to ensure financial soundness of the credit union.

Board meetings are held on the fourth Monday of each month. In addition, directors will serve on various committees in order to review the development of programs and services and carry out special tasks as necessary. Some committee assignments are permanent, while others are temporary or ad hoc.

Ideally, board members bring unique strengths and abilities to round out the board and provide a body that is representative of the full credit union membership. During the candidate selection process, the Greater Iowa Governance Committee will maintain a process free from discrimination based upon race, color, religion, national origin, sex, age, disability, sexual preference, marital status, or any other unlawful factor.

Based upon the results of the selection process, the Greater Iowa Governance Committee will recommend a slate of candidates to the full board of directors for approval. If you are selected as a candidate, you will be contacted to attend a candidate informational meeting on Thursday, January 26, 2017.

To be considered as a candidate for the Greater Iowa Board of Directors, please complete the Declaration of Candidacy Nomination Questionnaire and submit to Greater Iowa Director Nominations; Attention: Cathy Krebs, Executive Assistant to President/CEO; P O Box 665; Ames IA 50010; or FAX to (515) 956-6910; or email to ckrebs@greateriowacu.org **no later than January 13, 2017.**



Declaration of Candidacy Nomination Questionnaire

The Greater Iowa Credit Union (Greater Iowa) board of director selection is based on the information provided in this Declaration of Candidacy. Attached is information to assist in the completion of this form, including the Greater Iowa mission statement, the credit union philosophy, the social responsibility statement, and board of director job description. **Nominations must be received no later than Friday, January 13, 2017.**

BACKGROUND INFORMATION

Eligibility: The following guidelines will be used in qualifying candidates

- How will the candidate contribute to the ultimate achievement of the Greater Iowa mission?
- What specific skills does the candidate bring to the table that enhances their ability to support the achievement of the Greater Iowa mission?
- Has the candidate been a member of Greater Iowa for not less than twelve (12) months and currently uses multiple services?
- Is the candidate current and in good standing with the Greater Iowa as defined by the following criteria:
 - no unpaid NSF checks;
 - no more than one (1) thirty-day (30) late payment on any loan;
 - if bankruptcy history, a minimum of ten (10) years after discharge has elapsed.
- Is the candidate committed to attend all meetings of the board and/or any applicable committee meetings unless excused?
- Does the candidate agree to participate in educational programs and/or meetings to advance his/her knowledge of the credit union movement?
- If the candidate is a former member of senior management with Greater Iowa, has at least two (2) years passed since employment ceased?
- Is the candidate bondable under the Greater Iowa's policy?

Diversity: The Greater Iowa Credit Union is committed to creating a regionally and ethnically diverse board of directors while maintaining the ultimate goals of securing excellent candidates.

Education and Training: The Candidate must have the ability to comprehend and learn financial concepts and procedures critical to the credit union operation; ability to function effectively as part of a team; and possess personal commitment to promoting the credit union industry.

All members of the board of directors will remain informed through education and training regarding local, state and national credit union matters in order to ensure that he or she possess adequate knowledge of the affairs of the credit union.

All members of the board of directors will complete, within the first year of service on the board, a Credit Union Basics for Directors training course. This course provides an overview of what makes credit unions unique in the world of financial services and the credit union structure.

All directors will receive equal opportunity to participate in education and training programs both in-house and externally within the credit union's budget restrictions.

Leadership: The Greater Iowa board is committed to the development of new leadership and the strengthening of alliances with various sectors of the credit union system. The Greater Iowa board of directors views the annual nominations and elections process as an opportunity to fulfill this commitment.



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2017 Personal Data Form

Candidate name _____ Maiden Name (if different) _____

Address _____ City, State, Zip code _____

Home phone _____ Work phone _____ E-mail _____

Account number(s) _____ Date joined Greater Iowa _____

Credit union services you use _____

Employer _____ Type of Business _____

Position/Job title _____ Yrs with Present Employer _____

Previous Home Address - if less than 2 yrs _____

Educational Background (*Note the highest level completed*)

Major Field of Study _____

Position applying for: **Three-year Term** **One-year Term**

Are you willing to accept a position if elected and to remain in office until such time as a qualified successor is found? Yes No

Estimated number of hours per month you will be able to donate as a board of director? _____

Other Training or experience:

Have you ever been employed as senior management with Greater Iowa? Note positions & dates:

Position: _____ Dates: _____

Position: _____ Dates: _____



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IF ANY OF THE FOLLOWING QUESTIONS ARE ANSWERED YES, PLEASE PROVIDE DETAILS ON A SEPARATE SHEET AND ATTACH TO THIS APPLICATION.

Have you ever been denied an individual or position schedule fidelity bond, or had a bond cancelled or revoked? Yes No

Have you ever been refused a professional, occupational or vocational license by any public or governmental licensing agency or regulatory authority, or has any such license held by you ever been suspended or revoked? Yes No

Has the certificate of incorporation or authority of license to do business in any state or federally chartered credit union, bank or other financial institution of which you were an officer, director or key management person ever been suspended or revoked? Yes No

Are you currently involved, in any capacity, with any financial institution, check cashier, lending agency, collection agency, or other financial services provider? Yes No

Have you ever been requested, advised, ordered or told by any regulatory authority or government agency to:

- A. Divest any stock ownership or other ownership interest you currently have or have had in any financial institution? Yes No
- B. Leave or resign as an officer, director, agent, employee, consultant or representative of any credit union, bank or other financial institution? Yes No

Have you ever been convicted of a criminal offense involving dishonesty or a breach of trust? Yes No

Have you been adjudged a bankrupt within the last ten (10) years? Yes No

CRIMINAL OFFENSE: _____

Nature of Offense _____

Date of Occurrence _____ Date of Conviction _____

Sentence Conferred _____

To facilitate the process of obtaining a credit union background check, please provide the following:

1. Any other names which you have used _____
2. Name of Spouse _____



Declaration of Candidacy Nomination Questionnaire

Please complete the following questionnaire and return **no later than January 13, 2017**. Attach additional sheets as necessary.

1. Explain in 150 words or less why you would like to be a director of Greater Iowa Credit Union or why you would like to continue serving as a director of Greater Iowa Credit Union.
2. List memberships in professional societies and associations, volunteer positions, directorates or offices held for the past ten (10) years: (use separate sheet if necessary)
3. List involvement on any local, state, or national board level committees. Include number of years or dates served.
4. What do you feel would be your greatest contribution to Greater Iowa Credit Union?
5. Please provide any additional information not already mentioned above that would be relevant to your candidacy for the Greater Iowa Credit Union board of directors. (150 words or less)

Signature of candidate

Date

Social security number of candidate

If you need assistance with specific credit union information, please contact Cathy Krebs, executive assistant to president/CEO at 515-956-3011 or 800-296-9064, extension 3011.

RETURN FORM NO LATER THAN January 13, 2017 – MAIL TO: GREATER IOWA Director Nominations; Attention: Cathy Krebs, executive assistant to president/CEO; PO Box 665; Ames IA 50010 OR FAX to (515) 956-6910 OR e-mail to ckrebs@greateriowacu.org.

GREATER IOWA OFFICE USE ONLY	
Date Received _____	_____
Date to Nominating Committee _____	_____



Promise

Greater Iowa Credit Union's primary goal *must* be to treat our members as **members**, rather than customers, so that they will think of Greater Iowa Credit Union first for all of their financial needs. Our mission statement is an excellent example of our commitment.

We will grow with our communities and our members by providing lifelong personal service and innovative financial products.

It is a promise that you can be proud to support. It represents a triple-win situation. In helping our members grow financially strong, we prosper both as individuals and as a credit union.

The Credit Union Philosophy

Not for profit, not for charity, but for service – people helping people. As a member-owned financial cooperative, earnings (profits) are returned to members in the form of higher dividend rates on deposit accounts, lower interest rates on loans, fewer and lower fees and improved products and services.

Vision

Greater Iowa Credit Union will become a pacesetter in the financial services industry.

Social Responsibility Statement

Greater Iowa Credit Union will operate in a manner that will protect and improve society beyond the direct economic, financial and non-financial interests of the Credit union.

Greater Iowa Credit Union decisions will be made in an environment of mutual concern for the Credit Union, its owners, its employees, its business partners, the community, the environment and society in general.

Value Proposition

Solutions at every point of contact.



**Greater Iowa Credit Union
Job Description**

TITLE: Director

REPORTS TO: Members

SUPERVISES: Chief Executive Officer (CEO)

QUALIFICATIONS: Director must be an active member with multiple services of Greater Iowa Credit Union, possess commitment to do the best job possible for the membership, board, staff and community. Must have ability to comprehend and learn financial concepts and procedures critical to credit union operation, ability to function effectively as part of a team, and possess personal commitment to promoting the credit union industry.

PRIMARY FUNCTION: The Board of Directors determines general direction of the business affairs of the credit union by setting policy, planning for continuity and development of the credit union, ensuring the credit union's sound financial condition, employing and evaluating the CEO, and reporting to the membership that all operations are in a manner consistent with safe and sound financial practices.

DUTIES AND RESPONSIBILITIES: The following are the most common responsibilities and duties of the Board of Directors, but they are not all inclusive. Although each director must exercise his or her independent judgment in carrying out these responsibilities and in making credit union decisions, the board acts only in official meetings and not as individual directors.

General Responsibilities

The Board of Directors ensures that the credit union:

1. is capably managed by a well-qualified Chief Executive Officer (CEO).
2. makes strategic plans, sets goals, policies and establishes objectives.
3. complies with all applicable laws and regulations.
4. operates using sound business practices.
5. fulfills its purpose of making affordable loans and encouraging thrift.
6. has adequate financial reserves to cover delinquent loans and other potential losses.
7. maintains a conservative investment program.
8. maintains an adequate insurance program to protect against potential losses due to unauthorized or illegal acts and other kinds of hazards.
9. maintains adequate security plan.
10. maintains disaster recovery plan.
11. obtains competent professional advice including legal and audit.

Furthermore, the Board of Directors is responsible for evaluating its own performance to ensure compliance with these responsibilities.



**Greater Iowa Credit Union
Job Description: Director continued**

Specific Duties

1. Attend monthly and special board meetings.
2. Maintain confidentiality in all matters regarding the credit union.
3. Employ and evaluate CEO.
4. Review and approve budget on an annual basis.
5. Reveal any conflict of interest regarding issues coming before the Board.
6. Monitor performance through regular review of financial reports and budgets.
7. Approve bylaws and amendments thereto.
8. Approve all credit union policies including, but not limited to personnel policies, credit policies, investment policies and asset/liability management policies.
9. Declare dividends and provide for adequate reserves.
10. Approve contracts for legal service and for audit services.
11. Approve acquisition of and sale of real estate held for credit union operation purposes.
12. Approve loan charge-offs.
13. Read reports from examiners and auditors, review their recommendation and act on those deemed in the best interest of the credit union.
14. Serve on board committees.
15. Review the insurance program annually.
16. Appoint nominating committee.
17. Set annual meeting of membership.
18. Follow up on board decisions.
19. Participate in appropriate board training and education meetings as approved.
20. Read appropriate materials about the environment in which the credit union operates.

Education Requirements

All members of the Board of Directors will remain informed through education and training regarding local, state, and national credit union matters in order to ensure that he or she possess adequate knowledge of the affairs of the credit union.

All members of the Board of Directors will complete, within the first year of service on the Board, a Credit Union Basics for Directors training course. This course provides an overview of what makes credit unions unique in the world of financial services including the credit union structure.