



BOARD NOMINATION CRITERIA for 2018-2019

The Asian Chamber was founded on June 20, 1990 as a Texas 501 (c)(6) non-profit corporation to promote economic development in the Houston Asian business community. It has become known for its ability to broaden business connections and opportunities, enhance leadership and business skills of its members and serve as a resource to the community. The board member role is instrumental in helping move forward the Chamber's focus.

Desired Nomination Criteria

- Currently active paid members for at least one year.
- Prior board experience (on a corporate or not-for-profit) organization or one year on an Asian Chamber of Commerce committee.
- Has the time and commitment to fulfill the Board Responsibilities listed below.

Minimum Required Responsibilities

- Attend at least 75% of board meetings in person.
Board meetings are usually held once a month. Calendar to be determined, tentatively the second Tuesday of each month.
- Financial Contribution of \$2000 (to get or give)
- Attendance of monthly luncheons, Business Conference and/or Gala: 6 minimum
- Actively serve on a Board committee.

Desired Commitment:

- Actively participate in discussions at the Board meetings through the understanding of board processes and Robert's Rules of Order.
- Review, approve and monitor budget.
- Sponsor table or recruit sponsor for Chamber's events, such as monthly luncheon, annual awards dinner and other Chamber programs.
- Serve as an ambassador for the Chamber, utilizing your personal and professional contacts to promote the organization throughout the community.
- Identify, cultivate and recruit future Directors in accordance with the procedures set forth in the Bylaws
- The term for each Director shall be two years with a maximum of three terms.
- Professionalism with Board communications

Timeline and Procedures

- Candidate submissions along with bio/resume due by **September 15** emailed to Operations Manager Barbara Gallo at bgallo@asianchamber-hou.org.
- The Nomination Committee will review all the nominations and select candidates.
- At least two (2) members of the Nomination Committee will interview each candidate.
- The Nomination Committee will submit acceptable candidates to the Board for approval.
- Slate of officers approved by the Board will be presented and voted upon by members at the **ACC Annual Meeting in November, 2018**.



Board of Director Nomination Form

Nominee _____ Nominated by _____

Company affiliation _____

Occupation _____ Industry _____

Daytime Phone _____ Cell _____

Email Address _____

Age ___ <35 ___ 35-50 ___ 51-65 ___ >65

Ethnicity _____ ___ Male ___ Female

Areas of Expertise (please circle ones that apply)

- | | | |
|---|----------------------------------|--------------------------------|
| Accounting/Finance/Investment | Government Affairs/Public Policy | Program Development |
| Administrative/Operations | Healthcare/Medical | Real Estate |
| Energy/Oil & Gas/Biotech | Human Resources | Retail Industry |
| Entertainment Industry | Information Technology | Small Business/Entrepreneur |
| Event Planning | International Business | Strategic Planning |
| Food & Hospitality Industry | Legal | Venture Capital/Private Equity |
| Fundraising/Sponsorships/Corp Relations | Marketing | Other _____ |
| | Public Relations | |

Reason for joining the Asian Chamber board _____

Please list other organizations (For Profit or Not-for-Profit) where you actively served as a board member and/or committee roles.

<i>Organization</i>	<i>Role/Responsibility</i>	<i>For Profit or Not-for Profit</i>

How can ACC best use your talents and skills? _____

Nominee's signature _____ Date _____

Nominator's signature _____ Date _____