**McPherson Industrial Development Company January 2025**

Nominating Committee

**New Board Member Nominating & Selection Process**

**Overview**

The Nominating Committee is responsible for screening and recommending to the full Board of Directors candidates for nomination. When board seats become available and the board is seeking to fill open director positions, the Nominating Committee will consider nominations received from board members, and shareholders, provided that proposed candidates meet the qualifications as outlined in this document. The Committee will consider diversity of experience and skills in the recruitment process.

# Candidate Qualification Criteria

**All candidates considered must possess the following qualification criteria:**

* Highest level of personal and professional integrity, ethics, and trust
* Currently resides in McPherson, KS
* Willing to share information and engage in candid discussion with board members and management
* Committed to a culture of accountability and continuous improvement
* Strong belief that innovation and industry growth is critical to future success
* Commitment to the Vision and Mission of the organization
* Ability to clearly articulate perspectives and points of view respectfully
* Willing to constructively challenge other board members and management with the intent to enhance outcomes of board deliberations
* Ability to think strategically
* Open to other ideas and points of view to achieve organizational objectives
* Ability to invest the appropriate levels of time and effort in performing board duties and responsibilities
* Willing to participate in making decisions on behalf of the organization, and exercise good judgement
* Willing to put the interests of the organization before personal and professional interests when acting on behalf of the organization
* Willing to bear the legal responsibility of ensuring the organization complies with federal, state and local laws

# Candidate Qualifying Professional Skill Set

The Nominating Committee will continuously review, update, and identify professional skills that will be represented across members of the Board of Directors. Each board member will bring some combination of these skills for the purpose of filling specific needs, as well as creating a diversity of skillsets and experience on the Board.

# Professional Skills Desired:

* Industry / Executive Management
* Business Owner (Entrepreneurial Spirit)
* Finance
  + Accounting
  + Banking
  + Investments
* Legal
* Access to Talent
* Public Relations
* Connection to the legislative and government system
* Deciphering rural community dynamics
* Operational Planning
* Strategic Planning

# The chart below outlines existing board member skill sets intended to be used for board planning purposes:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Board Skill Set Assessment** |  |  |  |  |  |  |  |  |  |  |
| **Board Member** | **Loving** | **Reber** | **Birkhead** | **Wondra** | **Hawk** | **Christianson** | **Holman** | **Lopata** | **Worden** | **Morales** |
| **Position Held**  **Year Elected** | President | Vice President | Secretary | Treasurer | Director | Director | Director | Director | Director | Director |
| **Years Served** |  |  |  |  |  |  |  |  |  |  |
| **Professional Skills:** |  |  |  |  |  |  |  |  |  |  |
| Industry/Executive Management |  |  |  |  |  |  |  |  |  |  |
| Business Owner |  |  |  |  |  |  |  |  |  |  |
| ***Finance:*** Accounting Banking Investments |  |  |  |  |  |  |  |  |  |  |
| Legal |  |  |  |  |  |  |  |  |  |  |
| Access to Talent |  |  |  |  |  |  |  |  |  |  |
| Public Relations |  |  |  |  |  |  |  |  |  |  |
| Connection to legislative & government system |  |  |  |  |  |  |  |  |  |  |
| Deciphering rural community dynamics |  |  |  |  |  |  |  |  |  |  |
| Operational Planning |  |  |  |  |  |  |  |  |  |  |
| Strategic Planning |  |  |  |  |  |  |  |  |  |  |

**Director Nominating Process**

The Nominating Committee will actively manage a four-step process as outlined below:

# Step 1: Define Our Needs

* Assess skill sets of current board members (see above professional skill desired) to identify immediate and long-term needs of the board.
* Gain committee agreement of the skill set most desired to fill open board seats.

# Step 2: Identify Candidates

* Existing board members and shareholders will utilize personal networking, referrals, and word of mouth as a preferred method to identify candidates.
* If a larger candidate pool is required, the committee will determine if additional steps are required to identify potential future board members.

# Step 3: Screening & Selection

* Existing board members, and shareholders will complete the New Board Member Candidate Profile (template includes skills set assessment). By February 1st. The document will be sent directly to the Nominating Committee Chairperson.
* Nominating Committee Chairperson will circulate all board candidate’s information to committee members for review.
* Each board candidate will be discussed at the next Nominating Committee meeting (a special meeting may be called if the committee wants to discuss prior to next scheduled meeting).
* Nominating Committee will determine which candidate meets the immediate or long-term needs of the board.
* Nominating Committee will recommend candidates to the full board for discussion and agreement.
* A meeting/interview will be conducted with members of the Nominating Committee for all candidates.
* Nominating Committee will report to the full Board the outcome and recommendations following the candidate meeting/interview.
* Successful candidates after the Board vote will be notified via a personal call by a member of the Nominating Committee to let them know they will be presented to the members at large at the annual meeting as an official candidate. If the candidate receives enough votes during the annual meeting, they will officially be appointed at that time.
* Unsuccessful candidates after the Board vote will be notified by a personal call by a member of the Nominating Committee to officially inform them of the outcome, thank them and let them know their services will not be required at the current time.

# Step 4: Orientation for New Board Members

* All new board members will meet with the Executive Director of MIDC/GoMcPherson to review and discuss the following information:
  + Overview of the organization – Vision, Mission and Values
  + Organization chart – outlining structure (i.e.: board, committees, staff roles & responsibilities, etc.)
  + MIDC Bylaws
  + Most recent board meeting agendas and minutes
  + Company annual report and other financial reports
  + Schedule of board meetings (and locations), and any other events attendance is required

# Conclusion

The New Board Member Nominating and Selection Process is intended to standardize the appointment and onboarding of new MIDC Board of Directors to ensure all members are qualified and evaluated using a consistent process, while meeting the required qualification criteria and skill sets necessary to effectively govern all facets of the organization.