



# **PADDLE CANADA**

# **PAGAIE CANADA**

PO Box 20069 RPO Taylor Kidd  
Kingston ON CANADA K7P 2T6  
Toll-free: 1-888-252-6292  
Fax: 613-547-4880  
info@paddlingcanada.com  
www.paddlingcanada.com

## **DIRECTOR'S OBLIGATION FORM**

The Board of Directors of Paddle Canada Pagaie Canada (PCPC) is a corporate entity entrusted by its membership to govern and lead the organization. The Board's primary responsibility must be with the members of PCPC. Its trusteeship requires that the Board keep in communication with the individual, instructor, federated and affiliate members with respect to their concerns and address the membership requirements. Its leadership role requires the Board to develop policy and speak with one voice. The Board of PCPC is there to represent the membership of PCPC regardless of their place of residence.

In accordance with those responsibilities, I, \_\_\_\_\_ [Name]  
in accepting the nomination as Director from \_\_\_\_\_ [Region]

acknowledge my responsibilities and, that if elected, commit to meeting those responsibilities to the best of my ability, with the support of my fellow Directors and the staff of PCPC. By signing below, I agree to carry out the following activities to the best of my ability, with the support of other Directors and the staff of Paddle Canada Pagaie Canada.

- a) Read in full, the Paddle Canada Pagaie Canada volunteer handbook.
- b) Hold and chair regular meetings (at least 2 per year) with the individual, instructor, affiliate and federated members of PCPC in my geographic region, and provide a written report to the Board after each meeting on the activities and concerns of those members.
- c) Liaise with other directors to ensure a coordinated approach to serving our members i.e. larger regional discussions vs. provincial/territorial ones.
- d) Continually promote PCPC and its activities to help existing members and recruit new members.
- e) Make an honest effort to attend all regularly scheduled Board meetings (one per month), with the understanding that failure to attend two regularly scheduled meetings in one year may constitute sufficient reason for removal from the Board of Directors.
- f) Advise the Secretary of my availability to attend Board meetings seven (7) calendar days before a Board meeting.
- g) Submit a written report on my activity to the Secretary at least seven (7) days in advance of each Board Meeting.
- h) Sit on and actively contribute to at least one committee of PCPC.
- i) Chair committees of PCPC as directed by the President and as appropriate and provide regular written reports to Board meetings and the Annual General Meeting of that committee's work. If appointed as a Chairperson of a committee I will ensure that committee meetings are held regularly (at least six (6) times per year).
- j) Abide by the conflict of interest, confidentiality guidelines, and policies and procedures of the Board of Directors.
- k) Actively contribute to the governance and policy development by the Board.
- l) Assist in evaluating and improving the products, services, and performance of PCPC.
- m) Abide by the confidentiality requirements of PCPC.
- n) Other obligations as may be assigned from time to time.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date