



NOTICE TO ALL LVBIA MEMBERS

CALL FOR EXPRESSION OF INTEREST FOR LIBERTY VILLAGE BUSINESS IMPROVEMENT AREA DIRECTOR, BOARD OF MANAGEMENT - TERM: 2019•2022

The Liberty Village Business Improvement Area (LVBIA), founded in 2001, represents over 800 businesses with more than 10,000 employees, all located in a unique campus style community. It is home to leading creative and tech companies, alongside diverse and engaged entrepreneurial incubators. The LVBIA mission is to champion and nurture a creative, networked and vibrant community.

LVBIA's mandate is to promote and support its members, business owners and property owners, to advocate on their behalf and contribute to the social, cultural and economic health of the area through innovation, partnership and collaboration with other stakeholders in the community.

LVBIA's mandate is to be a Toronto BIA unlike any other, driven by strong social and environmental values and with a dedication to the authentic urban culture of Liberty Village -- **Connect Create Innovate.**

LVBIA Board of Management is comprised of up to sixteen (16) board member positions which includes one City Councillor. Every four (4) years coinciding with the Municipal elections, the LVBIA puts out a Call for Expression of Interest for representation as a Director on the board. The term of office is for four (4) years, 2019–2022. The board is a governance board and operates under Robert's Rules of Order. The organization is governed under Chapter 19 of the Municipal Code of the City of Toronto. The LVBIA Board of Management is protected by *Directors and Officers Liability Insurance*. By joining the Board you can meet other Liberty Village business people and property owners and gain an appreciation of how the City of Toronto government works.

The Nominating Task force will strive to achieve representation from each of our unique business streams within our BIA, along with a mixed set of complementary skills and diverse membership. LVBIA is committed to promoting diversity, multiculturalism, and inclusion. We are fully focused on equality and believe deeply in diversity of race, gender, sexual orientation, religion, ethnicity and national origin. We are also committed to inclusive, barrier-free recruitment and selection processes in accordance with the Accessibility for Ontarians with Disabilities Act (AODA). We will be happy to work with applicants requesting accommodation.

The ideal candidate for the Board of Management will meet the following criteria:

- Be a member of the Liberty Village B.I.A. either as a commercial property owner or business;
- Bring a positive attitude to assist in building the reputation of Liberty Village;
- Bring unique skill sets, e.g. finance, public relations, marketing, real estate knowledge, legal knowledge, retail knowledge, urban planning or bring experience of particular value to the Board;
- Be recognized as a current or future leader in Liberty Village;
- Understand complex organizations;
- Steward the organization through our Strategic Plan and establish direction beyond the plan;
- Board experience is an asset in terms of policy setting and establishing strategic direction;
- The Board works on behalf of its BIA and meets regularly to develop budgets, set priorities, implement capital improvements, plan events and festivals, and promote its business area;
- Have demonstrated either through industry or community involvement good stewardship and governance;
- Works well as part of a team, contributes reasoned opinions, and accepts and supports decisions reached by the board;
- Have the ability to set aside any personal agenda and work towards the betterment of Liberty Village;
- And, able to commit the time and resources to serve on the board and committee(s).

Please forward by email or mail the completed of the Nomination Application Form (attached); Employer Letter of Support; and a copy of your curriculum vitae to the attention of: Deborah Thompson, Executive Director by email executivedirector@libertyvillagebia.com or by mail to 67 Mowat Avenue, Suite 104, Toronto, ON, M6K 3E3.

- During this time the Nominating Committee will compile and create a list of applicants to be posted on the LVBIA website and newsletter.
- Nominees will be voted upon by the membership at the LVBIA Annual General Meeting (AGM) held November 1, 2018 at 5 to 7 pm (location to be announced shortly).
- At the AGM, nominations can and will be accepted or taken from the floor.
- The final list of board nominees will then be forwarded to the BIA Office at The City of Toronto for ultimate approval by Council by November 12. The new board will take office in January of 2019. The new board members will then participate in mandatory board orientation at a mutually convenient time.

Key Dates

Description	Date	Time
Public Information Session	Thursday, October 18, 2018	Noon to 3 pm
Annual General Meeting	Thursday, November 1, 2018	5 to 7 p.m.

**APPLICATION - BOARD OF MANAGEMENT POSITION
LIBERTY VILLAGE BUSINESS IMPROVEMENT AREA
Term 2019 - 2022**

Name: _____

Business: _____

Address: _____

City: _____ Postal Code: _____

Telephone: _____ Email: _____

Please attach a letter of support for a LVBIA Board of Management position from your present employer.

Why do you want to become a board member of the Liberty Village Business Improvement Area?

What specific expertise would you bring to the board of the Liberty Village Business Improvement Area?

- | | |
|--------------------------------------------------------|------------------------------------------------------|
| <input checked="" type="checkbox"/> Finance | <input checked="" type="checkbox"/> Public Relations |
| <input checked="" type="checkbox"/> Marketing | <input checked="" type="checkbox"/> Real Estate |
| <input checked="" type="checkbox"/> Governance | <input checked="" type="checkbox"/> Legal |
| <input checked="" type="checkbox"/> Retail | <input checked="" type="checkbox"/> Urban Planning |
| <input checked="" type="checkbox"/> Strategic Planning | <input checked="" type="checkbox"/> Communications |
| <input checked="" type="checkbox"/> Other: _____ | |

What specific skills or competencies would you bring to the board of the Liberty Village Business Improvement Area?

Please identify if you have had either board or committee volunteer experience.

Are you familiar with the work that the Liberty Village Business Improvement Area does?

- Yes Somewhat Not sure New to the community

Board directors are expected to prepare for and attend up to 11 board meetings annually. If applicable, committee volunteer work includes up to six meetings annually. Is this a commitment you are able to make?

- Yes Somewhat Unsure of commitment at this point

Please describe any other experience you consider relevant for this board position.

Please do not hesitate to provide other details that would be of value to the Nominating Committee.

Please submit this form; letter of support from your employer; and Curriculum Vitae for compilation before the November 1 AGM to the attention of Deborah Thompson, Executive Director via email executivedirector@libertyvillagebia.com or by mail to 67 Mowat Avenue, Suite 104, Toronto, ON M6K 3E3. Should you have any questions please contact Deborah Thompson via email or telephone as listed above.