

July 1, 2023

P.O. Box 14220  
Portland, Oregon 97293-0220  
Phone 503-785-2528  
[www.advantiscu.org](http://www.advantiscu.org)

## **RE: Board of Directors' Elections**

Dear Advantis Credit Union Member:

Thank you for your interest in running for the Board of Directors of Advantis Credit Union in 2023. Advantis Bylaws allow candidates to be placed on the ballot by the Nominating Committee or by petition.

The amount of time each Board member devotes to Board work varies depending on leadership positions held, committee participation, current projects, and continuing education. Directors are expected to actively and meaningfully participate in Board meetings by preparing in advance for the meeting and regularly attending. There are typically twelve board meetings per year which are currently scheduled the third Wednesday evening of each month. Meetings are often held in person within the Portland Metro area. Virtual connection options are also available, however in person attendance is required at a minimum of six board meetings per year. A Board packet is distributed prior to the meeting for review. Committee work and meetings tend to be less predictable, so some flexibility in your schedule is required. New Board members are required to participate in an onboarding program, to help bring them up to speed on Advantis' history, ideology and strategy, our operating environment, and their role as a Board member.

### **OPTION A: APPLYING VIA THE NOMINATING COMMITTEE**

If you choose to have the Nominating Committee consider your request to be a candidate, please complete the online director application no later than **5:00 pm on Saturday, September 30, 2023**.

### **OPTION B: SUBMITTING A PETITION**

If you choose to submit a petition, please complete the following steps:

**STEP 1:** Use the Petition Signature Form to record the signatures of *at least* one percent (1%) of the total membership who support you as a candidate for a position on the Board of Directors. Petitions must include all of the requested information for each *member* supporting your candidacy. Joint owners and co-borrowers are not eligible to sign the petition.

- **Please Note:** The total membership reported for this election cycle is 87,920 thus the minimum signatures required is 879.

**STEP 2:** Your petition, consisting of the following documents, should be returned to any Advantis Credit Union branch or mailed to Advantis Credit Union; Attn: Board Nominating Committee; PO Box 14220, Portland, OR 97293.

- ☐ Completed Petition Signature Forms – print extra copies as needed
- ☐ Signed *Officials' Code of Ethics & Standards of Personal Conduct Policy*

- ☐ Signed *Director Agreement to Serve*
  - ☐ Signed *Director Position Description*
  - ☐ Copy of your resume detailing your employment history (Employer; City, State, Country; Position; Dates Employed; and Reason for Leaving), as well as other relevant professional activities and affiliations.
- **Petition Deadline:** All documents must be *received* in one package no later than **January 15, 2024**.

**STEP 3:** Once your petition is received, we will send you an authorization form via email, requesting your permission to procure a criminal background check; this will require your electronic signature.

The petition signatures will be verified and the Nominating Committee will notify you in February describing your status as a candidate by petition.

## IN CLOSING

*Thank you.* As a member-owner of Advantis, we are grateful you are considering leveraging your time, expertise, and unique lived experiences to make our financial cooperative stronger.

If you have questions regarding this process, please contact us at [board@advantiscu.org](mailto:board@advantiscu.org).

Sincerely,

**Renee Halpern**

Advantis Credit Union | *Board of Directors & Nominating Committee Chair*

**WITH US YOU CAN**

**Advantis Credit Union**

**Director Agreement to Serve**

I, (please print name) \_\_\_\_\_, do hereby request that my name be placed in nomination by the Nominating Committee for a position as Director of Advantis Credit Union for the 2024 election.

I understand that in order to be nominated, I must:

1. Be a member of the Credit Union (preferably for twelve consecutive months before the petition deadline of January 15, 2024);
2. Authorize a criminal background check;
3. Satisfy the bonding requirements of the Credit Union, including not having any convictions of a felony or greater charge, or any criminal charge involving dishonesty or a breach of trust;
4. Agree to comply with the terms of the Credit Union's Officials' Code of Ethics & Standards of Personal Conduct Policy;
5. Be (18) years of age, or older, and eligible to vote in Credit Union elections;
6. Not be employed by the Credit Union or any subsidiary during the past (3) years;
7. Not have any immediate family members currently employed by the Credit Union;
8. Not have defaulted on an obligation with the Credit Union or caused a loss to the Credit Union;

I certify that, if elected, I am able to serve without any conflict of interest, will refer to the board immediately in the event such a conflict arises at any time during my tenure, and agree to comply with the requirements as described in the Governance Overview, Officials' Code of Ethics & Standards of Personal Conduct Policy & Director Position Description.

I agree to the placing of my name in nomination and will serve, if elected as a director, to the best of my ability.

I agree to attend the new director orientation and complete other education requirements as the board may establish from time to time.

---

Member Signature

---

Date

## Advantis Credit Union Petition Signature Form

### Nomination of Board of Directors Candidate

In support of the nomination of \_\_\_\_\_ as a candidate for a position on the Advantis Credit Union Board of Directors, I hereby sign this petition. *(Only primary members may sign. Joint owners and co-borrowers are not eligible.)*

Name as appears on membership (Please print)	Address (Street, City, State & Zip)	Signature	Phone Number
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

Return completed forms with the rest of petition documents in one package to any Advantis branch or by mail to Advantis Credit Union; Attn: Board Nominating Committee; PO Box 14220, Portland, OR 97293. Must be *received* **no later than January 15, 2024**.