



**US GREEN BUILDING COUNCIL – NEW HAMPSHIRE CHAPTER**  
**BOARD OF DIRECTORS ELECTION NOMINATION PACKAGE**



November 29, 2023

Greetings New Hampshire Chapter Members:

USGBCNH is approaching another election for open seats on our Board of Directors. The attached board nomination package describes the directorships open on the incoming 2024 Board as well as the nomination process and eligibility criteria. Self-nominations are encouraged and welcome.

There are currently eight members of the Board, and there are three seats open for this election. The terms are for two years.

The call for nominations is open through December 20, 2023. The Nominating Committee will review the submissions for eligibility and prepare a slate of candidates. The ballot will then be prepared and distributed to the membership. Newly elected Board members will be presented in early 2024.

Please review the enclosed material and consider yourself or someone you recommend for a seat on the Board.

Thank you for taking the time out of your busy schedules to help make the election process a success and for contributing to the continued growth of the Chapter. If you have any questions, please contact me any time by phone or email.

Sincerely,  
Mark Goldstein  
Mark Goldstein  
Nominations Committee Chair  
USGBCNH

## USGBCNH Chapter Vision

USGBC New Hampshire envisions a built environment where we live, prosper and play within the sustainable cycles of nature.

*"BOARD MEMBERSHIP SHOULD REFLECT DIVERSITY IN ITS BROADEST SENSE, INCLUDING, BUT NOT LIMITED TO, PERSONS DIVERSE IN GENDER, ETHNICITY, GEOGRAPHY, AND AGE." USGBC*

### **POSITION SUMMARY:**

- The role of the Board of Directors is to set and approve the strategic direction of USGBCNH and to establish and authorize the broad policies that govern its actions and to ensure they are consistent with Vision, Mission and Core Values.

### **BASIC ELIGIBILITY CRITERIA:**

#### **CORE VALUES**

-  *Inclusiveness*
-  *Integrity*
-  *Simplicity*
-  *Web of Life*
-  *Holistic Health*
-  *Continuous Improvement*
-  *Triple Bottom Line: Profits, People & Environment*
-  *Acknowledge Regional Differences*

- Be a Chapter Member in good standing
- No more than two persons from any organization may serve in a given year
- Board composition must maintain 2/3 of its members to be USGBC National Member employees
- Board composition to strive for professional and socio-economic diversity

### **TERMS and COMMITMENT**

- Each Director shall serve for a term of two years
- Each Director will participate in a monthly Board meeting
- Eight meetings will be by teleconference and four will be in-person meetings, one each quarter

### **KEY RESPONSIBILITIES**

- Sign the Board of Director Commitment Statement and the Conflict of Interest Policy prior to commencing term and immediately upon each calendar year
- Develop Chapter strategic goals and objectives
- Uphold the vision, values and mission of the Chapter
- Set Chapter policy
- Support the Board's decisions, within the bounds of law, and abide by the Chapter's mission and purposes as expressed in the Bylaws and its Policy and Procedure Manual
- Act the way a reasonably prudent person would in a like position and under similar circumstances. Actively participate in Board decisions, ask questions to gain information to make good decisions and exercise independent judgment
- Allocate resources; approve and manage the budget
- Supervise, control and direct the affairs of the Chapter and its Committees
- Identify and recruit Board members and Chapter leaders
- Hire, work with, evaluate and support the Chapter's Committees and staff
- Assure appropriate state and federal forms are filed annually
- Maintain adequate structure and governance to carry out Chapter goals
- Promote membership in USGBC
- Evaluate Chapter effectiveness and progress
- Maintain ethical integrity and accountability
- Elect the Chair, Vice-Chair, Secretary and Treasurer
- Seek sponsorship for Chapter events and programs
- Attend at least one Green Eggs event and one chapter webinar event each year
- Make a discretionary personal financial contribution to the Chapter for the purpose of potential grant applications, which require full Board participation.
- Board member will attend the annual Regional Summit Conference, which will take place at one of the New England chapters each spring.



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# 2023 Board of Directors Questionnaire

*(Information to be distributed to all USGBCNH members for voting purposes)*

Name of Prospective Board Member:

Title:

Organization:

Special Skills:

Fundraising  
Personnel/Human Resources  
Finances  
Business

Marketing/Public Relations  
Technology  
Legal  
Other:

Professional Background:

For-profit Business  
Government

Nonprofit Organization  
Other:

USGBC Affiliation

USGBC NH Chapter Member  
LEED AP  
Type:

USGBC National Member  
USGBC NH Committee Member  
Committee:

Education:

Other Affiliations:

Other Board Service:



## Reason for seeking Nomination

*(Information to be distributed to all USGBCNH members for voting purposes)*



## Additional Information

*(for USGBC NH Nominating committee only)*

Address:

Telephone: Day

Evening

Email:

Additional Questions or Comments: