

## BCC COMMITTEE APPLICATION

Made up of Chamber members, our BCC Committees come together to discuss and develop strategies to support business growth in Beaumont. We are currently looking for members to represent a broad cross section of local and regional stakeholders on our committees who will help to contribute to a strong economic environment in Beaumont. Please complete the application and indicate the committee(s) you are interested in joining. To be eligible, you must be a member in good standing with the Beaumont Chamber of Commerce. Complete the application and submit to [info@beaumontchamber.ca](mailto:info@beaumontchamber.ca) to apply for any of the BCC Committees.

### Applicant Details:

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Company: \_\_\_\_\_

Current position/title \_\_\_\_\_

*(must be an owner, co-owner, manager, managing partner or other position of influence or decision maker within the organization)*

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email Address: \_\_\_\_\_

Membership Status: \_\_\_ Member \_\_\_ Non-member \_\_\_ Interested in a membership

*(must be a member in good standing prior to application being accepted)*

**Committee Selection:** Please indicate which committee(s) you are interested in.

*Committee descriptions available below*

**NOTE:** You may select more than one committee if you are interested in more than one committee.

☐ Small Business Advisory Committee

☐ Policy Committee

☐ Policy Sub Committee (you will be contacted as the subcommittee arise to support policies and advocacy efforts)

☐ BCC Bylaw & Internal Policy Taskforce

☐ Nominating & Governance Committee

## Committee Descriptions:

**The Small Business Advisory Committee** comes together to ensure that the business climate in Beaumont is conducive to the support of new and existing small businesses in a dynamic economy. This committee maintains a diverse membership representing a broad cross-section of local and regional stakeholders.

**Chair:** BCC Director of Business Development

**Comprised of:** Members in good standing

**Meeting Frequency:** Quarterly

**Purpose:**

- Safeguard small businesses long-term competitiveness and the retention of private-sector jobs
- Provide opportunities for small businesses to receive guidance on various subjects
- Provide the chamber with advice and recommendations on policy matters or regulations relating to small businesses
- Helps to facilitate economic development opportunities for local and regional businesses, and to encourage investment in the City of Beaumont and region
- Create and maintain local, regional, provincial, national, and foreign partner contacts and relationships
- Support the growth and retention of Young Professionals in the region
- Allow networking opportunities for Young Professionals with the Membership
- Coordinate professional development initiatives
- Promote our members to our local community
- Lead Youth Initiatives, such as EWE's Youth Vendor Initiative and RCMP Outstanding Youth Conduct Awards
- Give a voice to professional priorities at the municipal level on behalf of our network's diverse members

### **The BCC Bylaw & Policy Taskforce**

**Chair:** BCC Director

**Comprised of:** Directors & Members in good standing

**Meeting Frequency:** As needed to prep for AGM & 1x mid year.

**Purpose:**

- Review the BCC bylaws on an annual basis in preparation for voting at the AGM
- Recommend revisions as necessary
- Ensure the bylaws and policies are consistent with one another
- Ensure the bylaws are consistent with the Chambers mandate
- Ensure compliance and that the Board of Directors are following the bylaws

**The Policy Committees** come together to discuss positions on issues affecting business. Once policy positions are established, they are submitted to the appropriate levels of government in order to vocalize member concerns and influence the impact of government decisions on business.

**Chair:** BCC Policy Chair

**Comprised of:** Directors & Members in good standing

**Meeting Frequency:** Monthly & As needed

**Purpose:**

- Connects volunteers and members to key issues and decision-makers on vital issues such as the economy, taxation, labor, social reform and healthcare
- Monitors government initiatives of interest to Chamber members, surveys and informs members of the impact of such initiatives, and formulates responses to the government on behalf of our business community.
- Provides opportunity to constructively influence public policy to support a healthy private enterprise system
- Maintain the Chambers position and profile as the leading advocate for Beaumont business
- Identify opportunities for the Chamber to develop policy submissions that can be brought forward at a provincial level to the Alberta Chambers of Commerce AGM or federally to the Canadian Chamber of Commerce AGM

### **Policy Sub-Committees samples:**

- 2021 Municipal Budget Review/Finance & Taxation Committee
- Municipal Red Tape Reduction Committee
- Signage Bylaw/Zoning Review Committee

### **Nominating & Governance Committee**

**Chair:** BCC Past President

**Comprised of:** Directors & Members in good standing

**Meeting Frequency:** Annually in prep for AGM and as Required to fill vacant positions

**Purpose:**

- Work within the BCC bylaws and policies to prepare for the Board Elections at the AGM or during the year to fill an interim position.
- Prepare and present a list of potential new Directors to the board and membership including preparing nomination criteria, slate of nominees and ballots
- Appoint scrutineers for the election (when needed)
- Report the results of the election and declare the results of the election