



Nominations for one N.G.H. Credit Union Board of Directors position is now being accepted.

Members wishing to run for a position **MUST** contact a Nominating Committee Member:

Ms. Melva Cox [melva.cox@nashvilleha.org](mailto:melva.cox@nashvilleha.org)

Mr. Laws Rushing [chaplain2.bordeaux@signaturehealthcarellc.com](mailto:chaplain2.bordeaux@signaturehealthcarellc.com)

**Nominations must be received for confirmation by February 12, 2018**

No nominations may be accepted after this date or as a ballot write in.

- Board members are responsible for establishing policies, in keeping with the By-Laws, State Regulations and the goals and purposes of the credit union. These policies govern the programs, the financial procedures, and the personnel practices that are used to manage the credit union.
- Board members meet monthly to review the financial status, committee activities, current problems and policy updates.
- A member of the board is morally obligated to promote and practice the basic credit union philosophy. A director is to use good judgement in decisions in order to prevent any liabilities with the National Credit Union Administration & Tennessee Department of Financial Institutions, the By-Laws and its membership. These decisions determine interest rates, declaration of dividends, lending policies and services to the membership.
- Board members need to take their duties and responsibilities seriously to maintain a sound financially managed organization.

## **NASHVILLE GENERAL HOSPITAL CREDIT UNION**

### **Board of Directors Candidate Qualifications for Nomination and Required Duties**

- Board members are elected for a three year term.
- Member of the Credit Union in good standing on all accounts primary and joint.
- Authorization for the Credit Union to pull current **credit bureau report** with credit score, and checks systems report. Must have good personal financial standing. A **background check** will be performed. **These will be reported to the National Credit Union Administration and the Tennessee Department of Financial Institutions.**
- *You are not qualified to run if you have a current family member employed at the credit union.*
- *You are not qualified to run if you are a current employee of the Credit Union or an employee in the past 36 months.*
- *You are not qualified if you have a business relationship with the Credit Union i.e. provide a service such as law care, insurance agent or investment broker.*
- Must not have a personal interest in serving but doing so because you have an interest in seeing the Credit Union grow and prosper. There is no pay associated with this position.
- Attendance at monthly board meetings is a mandatory requirement.
- Approximate time commitment: Board Meeting 1 to 2 hours per month (meetings are held the third Monday each month) Other Committee Meetings-- approximately 1 hour as needed Attend Annual Planning Session 4 to 6 hours held during the week

### **Financial Literacy & Orientation**

- Per NCUA (National Credit Union Association) be able to read and understand financial statements (balance sheet and income statement) 6 months after elected.
- Per NCUA **you must annually attend classes** - webinar - online training for continuing education on financial statements, BSA, etc.
- Prior to the 1st Board Meeting after elected you must attend a 3 hour lunch/dinner welcome/training session with the current Board Chair and others as invited by the Chair. The following will be included at this meeting:
- Update on past and current events affecting the credit union - legislation - projects at the credit union.
- Review of the most current CPA and State Examinations.
- Review of the Credit Union Policies, education website.
- Tour of the facility and meet the staff.
- As a board member you have a fiduciary responsibility to the credit union and members. The credit union provides bond coverage for lawsuits, etc. but it is important that you understand what the Fiduciary responsibility is and that you could be sued.
- Provided a list of 3rd party associates and vendors.
- Provided a current Credit Union Policy Manual and the past 12 months of meeting packets to review.
- Listing of Board and Supervisory Committee Members and Staff with phone number and email addresses.
- Receive a copy of the Credit Union Bylaws.