

Alberta Medical Foundation (AMF)

New AMF Director Nomination Protocol

1. As noted in Section 30, AMF Articles of Association, “There shall be not less than 2 nor more than 15 directors. Directors shall be elected by the members at each Annual General Meeting.”
2. Requests for nominations to the AMF will be filled in one of three ways:
 - a. An advertisement will be placed requesting Alberta residents who have an interest in Alberta’s Medical History and would like to serve on the AMF board to submit their names, consent to nomination, corresponding abridged two page CV and/or biography and Statement of Interest to the attention of the AMF. Submissions must be postmarked no later than the 31st day of December of the year the advertisement was placed to be eligible for election in the following year.
 - b. AMF directors who know an Alberta resident with an interest in Alberta’s Medical History and who would like to serve on the AMF board may also ask that individual to submit their name, consent to nomination, corresponding abridged two page CV and/or biography and Statement of Interest to the attention of the AMF. Submissions must be postmarked no later than the 31st day of December of the current year to be eligible for election in the following year.
 - c. The President of the AMF will notify the AMF members (i.e., those on AMA’s board of directors) when a search for AMF Directors is launched. Any AMF member who knows an Alberta resident with an interest in Alberta’s Medical History and who would like to serve on the AMF board may also ask that individual to submit their name, consent to nomination, corresponding abridged two page CV and/or biography and Statement of Interest to the attention of the AMF. Submissions must be postmarked no later than the 31st day of December of the year to be eligible for election in the following year.
3. The names, consents to nomination, CVs and/or biographies and Statements of Interest of all individuals interested in serving on the AMF board will then be compiled for inclusion in the AMF board meeting agenda package and distributed 21 days prior to the AGM to all AMF directors and AMF members for their review, discussion and ultimate election at the AMF AGM.
4. Once consensus has been reached as to suitable nominees, a motion will be passed by the AMF members electing the new directors to the AMF board. Following the election, the CVs and/or biographies will then be destroyed.
5. Each new AMF director will then receive their ‘Welcome to the AMF letter’ and board FYI package.