



Board of Director Application

Current Orlando Credit Union Statistics

- 278 million in Assets
- 24,152 members
- 8 Local Branches
- 5,500 Shared Branches
- 70 Employees

**Our commitment is to our Members.
You serve to make a difference.**





Volunteer to Make a Difference

As a member-owned financial cooperative, Orlando Credit Union relies on member volunteers to serve on its Board of Directors and Supervisory Committee. Volunteers ensure financial soundness and guide strategic and policy decisions in a wide variety of areas including technology, branch deployment, product development, marketing and member service.

When you become an Orlando Credit Union volunteer, you help us to continue to grow and respond to member needs. Volunteering also provides an exciting opportunity to learn, develop business and leadership skills, and network with others. As a volunteer you are integral in the success of Orlando Credit Union.

Eligibility Criteria

To be eligible for election, all candidates must meet the following criteria:

- Be an Orlando Credit Union member in good standing.
- Complete and submit all required application items by the deadline.
- Be able to pass background checks such as:
 - ▶ Credit check
 - ▶ Employment verifications
 - ▶ Education verifications
 - ▶ CUNA background check
 - ▶ State of Florida Office of Financial Regulation
 - ▶ CUNA Mutual Insurance for Bondability
 - ▶ No felony convictions
- Hold at least a bachelor's degree in a field of specific benefit to the credit union, or equivalent work experience.
- Willingness to fulfill requirements of the Board of Directors/Supervisory Committee.
- Agree to act in the best interest of our members and the credit union as a whole.
- Demonstrate consistency with our values, Code of Ethics, and Code of Conduct.
- Not be related by blood or marriage to any employee of the credit union, director, or committee member seated

The ideal Board candidate:

- Experience in roles focused on financial performance and forecasting as it pertains to implementing strategy.
- The spirit of volunteerism and a demonstrated understanding of supporting underserved communities.
- A background in digital customer experiences.
- Experience in banking, especially with development of lending products, in financial education, or within the Credit Union arena.
- The desire and ability to cultivate community partnerships.
- A background in working to build diversity, equity, inclusion and gender equality within a company, industry, or community.



The ideal Supervisory Committee candidate:

- Experience with compliance and/or risk management, to include the audit function.
- Background in Cybersecurity or IT Infrastructure management.
- Experience as a CFO or Controller.
- The spirit of volunteerism and a demonstrated understanding of supporting underserved communities.

Responsibilities and Duties

Credit union service can be very rewarding with the opportunity to make a positive impact on the financial success of members and our surrounding communities. You will be able to add more leadership experience to your resume, gain new business insights, and be exposed to a variety of professional networks. In addition to meeting the requirements to fill an elected role at the credit union, it is important to know what to expect when applying for either a Board or Supervisory Committee position. The overall time commitments for each role can range and include the following types of commitments.

BOARD OF DIRECTORS

Board Member Responsibilities:

- Help determine the strategic direction of the credit union
- Monitor performance against the strategic plan
- Provide direction and oversight to meet targets
- Ensure the safety and soundness of the credit union
- Hire and evaluate the CEO
- Serve on ad-hoc or ancillary committees to facilitate board oversight.

Time Commitments:

- Three-year term
- Monthly board meetings (up to 12 per year)
- Committee meetings
- Planning sessions
- Preparing for meetings (reading board/committee packets)
- Training/conferences (any required travel is paid for by the credit union)

SUPERVISORY COMMITTEE

Board Member Responsibilities:

- Ensuring that the Board of Directors is safeguarding assets and that management complies with policies and plans
- Reviewing internal controls
- Working with internal audit staff
- Hiring and working with external auditors
- Meeting with State and Federal Examiners

Time Commitments:

- Three-year term
- Quarterly meetings
- Periodic attendance at board meetings
- Preparing for meetings (reviewing packet materials and exam findings)
- Training/Conferences (any required travel is paid for by the credit union)



NEXT STEPS AND TIMELINES

Submit completed application by the due date. Incomplete applications will not be considered. If you are selected, you will be scheduled for an interview by the Nominating Committee.

Final ballot selection and notification will be completed in December.

Membership will vote in next year's election during February/March.

Election results will be announced at the Annual Meeting in April.

Your completed application includes:

- Completed & Signed Application (attached)
- A Current Resume
- The Ballot Statement - Brief summary of your qualifications to be used on the election ballot if you are selected as a candidate.
- Headshot Photo - Photo will be used on the election ballot if you are selected as a candidate.

Application Deadline:

Your application must be received **NO LATER THAN 4:00 p.m. EST on Tuesday, December 15, 2020**, in order to be considered by the Nominating Committee.

Email digital photos to Jeseniar@OrlandoCreditUnion.org

Mail, email or fax applications to

Orlando Credit Union

ATTN: Suzanne Weinstein, President & CEO

945 South Orange Avenue, Orlando, Florida 32806

Email: JeseniaR@OrlandoCreditUnion.org

Fax: 407.843.1501.

If you are selected as a potential candidate, you will be required to participate in an in-person interview with the Nominating Committee. You will be contacted by a member of the committee for scheduling.



Board of Directors/Supervisory Committee Application

Name:

Address:

Daytime Phone Number:

Email address:

Orlando Credit Union Membership: Account #

Date opened (if known):

Current employment and position:

Position you are applying for: Board of Directors Supervisory Committee

Agreement

Potential credit union Officials will be requested to agree to a check of their credit history and criminal background prior to be considered for nomination or appointment as an Official to ensure compliance with the following: Section 657.028 of the Florida Statutes states: "(3) A person may not serve as an officer, director, or committee member of a credit union if she or he: (a) Has been convicted of a felony or of an offense involving dishonesty, a breach of trust, a violation of this chapter, or fraud, except with the prior approval of the department upon a showing of rehabilitation; (b) Has been adjudicated bankrupt within the previous 7 years; (c) Has been removed by any regulatory agency as a director, officer, committee member, or employee of any financial institution, except with the prior approval of the department upon a showing of rehabilitation and upon showing of ability to be bondable; (d) Has performed acts of fraud or dishonesty, or has failed to perform duties, resulting in a loss which was subject to a paid claim under a fidelity bond, except with the prior approval of the department upon a showing of rehabilitation and upon showing of ability to be bondable; or Has been found guilty of a violation of s. 655.50, relating to the Florida Control of Money Laundering in Financial Institutions Act; chapter 896, relating to offenses related to financial transactions; or any similar state or federal law." (4) A person may not serve as a director of a credit union if she or he is an employee of the credit union other than the Chief Executive Officer of the credit union. I am eligible to serve as an officer, director or committee member of Orlando Credit Union under Florida Statute 657.028 as noted above and do not meet any of the criteria above that would disqualify me from volunteering in this capacity. I hereby grant Orlando Credit Union permission to obtain information about my credit and any criminal history to be used for the purpose of evaluating this application. This may be obtained through the use of credit reporting agencies or by direct contact with creditors and the proper authorities. I agree to be fingerprinted so that the credit union can obtain a criminal record history.

Applicant Printed Name

Date

Applicant Signature



Resume & Application Statements

1. Please attach your resume.
2. Complete Application.

Ballot Statement: personal statement, your qualifications, and why you would be the best candidate for election. This statement may not exceed 275 words and will be used on the ballot if you are selected as a candidate.



Candidate Evaluation

As a potential candidate for the Board of Directors, we ask that you carefully consider the following issues. Please answer the questions as fully as possible and return them with your application.

1. Are you an active member, in good standing, of Orlando Credit Union? Are you familiar with the products and services offered?

Yes No

What services do you use?

2. Briefly describe your experience with basic finance and accounting practices, including the ability to read and understand the Credit Union's balance sheet and income statement and the ability to ask, as appropriate, substantive questions of management and auditors.

For example: List financial education, training and professional experience that demonstrates the skills needed to evaluate the Credit Union's finances.

3. Is there any conflict of interest serving on the Board of Directors?

Examples: Working for a title company used by Orlando Credit Union; affiliated personally or professionally with an audit firm or vendor used by the Credit Union; family member/relative of a Board Member, employee, or vendor of the Credit Union.

Yes No

4. Do you have adequate time available for Credit Union work?

The Board of Directors meets for at least 2 hours at 8:00 a.m. on the last Wednesday of every month at the Credit Union's Orange Avenue, Orlando, Florida location or virtually. Additional requirements will include participation on various Board committees, the annual planning session, and the annual meeting.

Yes No



Candidate Evaluation (cont.)

5. Do you currently serve as a volunteer director or committee member for Orlando Credit Union?

Yes No

If yes, in what capacity do you serve?

6. Are you willing to uphold and honor the duties and responsibilities of a Credit Union Director?

Please refer to "A Few Guidelines for Credit Union Directors" included in this package. The Credit Union has several handbooks available. The Orlando Credit Union Core Values are enclosed with this nomination package. All Orlando Credit Union Team Members and volunteers must be committed to upholding these values.

Yes No

7. Are you eligible to be bonded? All Orlando Credit Union Directors are bonded through the CUNA Mutual Insurance Society.

Yes No

8. Can you be tactful in discussing controversial matters?

Yes No

9. Can you refrain from discussing confidential matters outside the Boardroom?

Yes No