INDIGENOUS TOURISM ALBERTA

Public Notice to Members – Call for Nominations

Indigenous Tourism Alberta ("**ITA**") is providing the following information for ITA Members to consider nominating a Director (board member) at the upcoming ITA Annual General Meeting (AGM) being held December 2, 2026, in Calgary, Alberta at The Westin Calgary Airport, 671 Aero Dr NE, Calgary, AB T2E 7Y5, Canada. Directors will be elected at the AGM. ITA invites its Voting Members to nominate candidates for election to the Board of Directors.

Nomination, Numbers, Areas & Term

Six (6) Director positions are open for election. In accordance with ITA's by-laws, one-half of the Directors elected will serve a three (3) year term and the other one-half will serve a two (2) year term.

Eligibility Criteria

Only Voting Members of ITA in Good Standing may be nominated as Directors. Where the Voting Member is an organization, the nominee should be the organization's Designated Representative.

A Member is in Good Standing if it:

(a) has completed the membership application process for the current year;
(b) has no outstanding membership fees;
(c) has no other fees or payments owing to ITA that have been outstanding for sixty (60) days or more;
(d) if an organization, is Indigenous owned and controlled and has provided ITA with evidence of this;
(e) has no outstanding reports or surveys previously requested by ITA;
(f) meets all requirements of its membership set by the Board; and
(g) meets any other requirements added by the Board on thirty (30) days' notice to Members.

Under By-law 13.3, every candidate must have:

- a commitment to the mission of ITA;
- knowledge and skills in the areas of Board governance, policy, finance, programs, human resources and public relations;
- a commitment to attend Board meetings, committee meetings and Annual General Meetings;
- a commitment to attend Board orientation, strategic planning and other workshops or training programs needed for Board development;
- a willingness to serve on one or more committees; and
- the capability and willingness to hold a portfolio.

Board of Directors Application

Candidates must be nominated by a Voting Member in Good Standing. Self-nominations are accepted. To nominate a candidate, submit a completed Board of Directors Nomination Form (attached) to the ITA Nominations Committee, together with:

- a short biography of the candidate (maximum **[one page]**);

Nominations Committee

The Nominations Committee is made up of **Jeanette ManyGuns** and **Tim Patterson**. The Committee will review each nomination to confirm that the candidate is a Voting Member in Good Standing and meets the by-law requirements. The Committee will contact any nominee whose nomination is incomplete.

Proxies

If Voting Member are unable to attend the AGM, they must provide the ITA Nominations Committee with their Proxy Form by December 2, 2026.

Voting

All decisions at the AGM will be put to a vote by way of show of hands, or secret ballot. The election of Directors will be conducted in person at the AGM through Election Buddy.

Nomination Deadline

Nominations must be received by **4:00 p.m. (MST)** on **Friday, November 6, 2026**. Late or incomplete nominations will not be accepted.

Submit nominations by email to nominations@indigenoustourismalberta.ca , or by mail or courier to:

ITA Nominations Committee,
c/o Indigenous Tourism Alberta,
Floor 5 – 9990 Jasper Avenue,
Edmonton, Alberta T5J 1P7.

Thank you,

Nominations Committee
Indigenous Tourism Alberta

INDIGENOUS TOURISM ALBERTA

Board of Directors Nomination Form – 2026 Election

Please complete this form and return to the ITA Nominations Committee at nominations@indigenoustourismalberta.ca no later than **4:00 p.m. (MST)** on **Friday, November 6, 2026**.

Only Voting Members in good standing are eligible for any ITA Director/Board position. A Voting Member is considered to be in good standing if:

- Voting Members maintain their eligibility to vote by maintaining their membership in good standing by paying their dues and by participating in and contributing to the marketing initiatives of ITA.

Part A – Candidate

Full name	
Voting Member organization (if applicable)	
Position / title	
Mailing address	
Phone	
Email	

Part B – Nominating Voting Member (if not a self-nomination)

Voting Member name	
Designated Representative	

Phone / email	

Part C – Candidate Declaration

I confirm that (check each box):

- □ I hereby certify that the information set out by me in this document is true and correct to the best of my knowledge and belief (or true and correct about the person I am nominating).
- □ I am willing and able to commit up to 6 bours a month for meeting activities (or the person I am nominating is).
- □ I have the knowledge and skills in areas of Board governance, policy, finance, programs, human resources and public relations (or the person I am nominating does).
- □ I have strategic planning, thinking, problem-solving, and decision-makings skills (or the person I am nominating does).
- □ I am willing to attend Board meetings, committee meetings, Annual General Meetings, Board orientation, strategic planning, and other workshops/training programs necessary for Board development (or the person I am nominating does).
- □ I am willing to serve on one or more committees and to hold a portfolio (or the person I am nominating is).
- □ I am willing to participate and commit time and to advance ITA Mission, Vision and Member status (or the person I am nominating does).
- □ I have and am a Voting Member in good standing with ITA and would like to put my name forward to be a Director on the ITA Board of Directors for the upcoming election term (or the person I am nominating is/would).

Signature: _____ Date: _____

Part D – Candidate Questions

1. Why do you want to serve on the ITA Board of Directors (or the person you are nominating)?

_____

_____

_____

_____

_____

2. What skills, knowledge and experience would you bring to the Board (for example, governance, policy, finance, programs, human resources or public relations) (or the person you are nominating)?

_____

_____

_____

_____

_____

3. What are your connections to Indigenous tourism in Alberta and to community groups and organizations (or the person you are nominating)?

(Attach additional pages if needed.)