

The Board membership of the Celtic Business Development Corporation shall be comprised of representatives from Blackhead to Mall Bay (the “region”) who demonstrate the collective skill and necessary related experience needed to provide direction in the operation of the Board.

The Board of Directors of Celtic Business Development Corporation is accountable to these stakeholders;

- The general public
- The local communities served in region described above
- Celtic Business Development Corporation clients
- Celtic Business Development Corporation employees
- Government

In an effort to be accountable to the people we serve, and to ensure our governance processes are transparent, this Statement will be publicly available, primarily by publication on our website.

In carrying out its role and responsibilities, the Board of Directors of Celtic Business Development Corporation will adhere to the following values:

- Accountability
- Transparency
- Confidentiality

Accountability

For Celtic Business Development Corporation, Accountability means:

- Being open, fair, and consultative in decision-making
- Taking responsibility for actions and behaviour
- Communicating and reporting to stakeholders

To demonstrate Accountability, the Board of Directors of Celtic Business Development Corporation will:

1. Publish the names and responsibilities of the members of the Board of Directors, the Officers, and the Manager/Executive Director each year in the Annual Report. Personal contact details will not be provided, but stakeholders may communicate with the Board of Directors through the Board Secretary.
2. Recruit members to the Board of Directors according to the process specified in the Board Recruitment and the Board Selection and Renewal Policies, which shall be made public.
3. Govern Celtic Business Development Corporation in accordance with the By-laws, governance policies, and all relevant laws.
4. Act, both as a board and individually, at all times in the best interests of Celtic Business Development Corporation in good faith and honestly, having regard to the stakeholders.
5. Establish objectives that are within the capacity of Celtic Business Development Corporation to achieve, and publicize these objectives and report on performance against them on an annual basis.
6. Recruit, select, and evaluate the Executive Director of Celtic Business Development Corporation.
7. Evaluate the individual and collective performance of the members of the Board of Directors.
8. Develop a Strategic Plan and Annual Business Plan; incorporate the business plan targets.

Transparency

For Celtic Business Development Corporation, Transparency means:

- Ensuring that information about Celtic Business Development Corporation is readily available to stakeholders, including business results and operational performance.
- Providing a process for stakeholders to communicate with the Board of Directors, including a complaint and dispute resolution process that shall be public and available to stakeholders.

To demonstrate Transparency, the Board of Directors of Celtic Business Development Corporation will:

1. Circulate/post the Annual Report to stakeholders;
2. Invite stakeholders to the Annual General Meeting;
3. Provide members of the Board of Directors with orientation training that includes a review of roles and responsibilities for board members and staff, the ACOA/CBDC Collaborative Framework on Board Governance, and a package of all important governance policies of Celtic Business Development Corporation
4. Ensure that all governance policies of Celtic Business Development Corporation are available to stakeholders by publication on the website of Celtic Business Development Corporation
5. Advertise for new board members and publicly announce when new board members are selected.
6. Create Board profiles and share publicly.

Confidentiality

For Celtic Business Development Corporation, Confidentiality means:

- Respecting stakeholders
- Protecting the credibility of Celtic Business Development Corporation with stakeholders

To uphold the value of Confidentiality, Celtic Business Development Corporation will:

1. Develop, implement and adhere to a Confidentiality & Privacy Policy that ensures confidentiality, privacy and avoidance of conflict of interest.
2. Require directors and employees to adhere to the Confidentiality & Privacy Policy.
3. Require the Manager/Executive Director to implement policies and procedures to ensure that the confidentiality and security of data provided to Celtic Business Development Corporation is protected and used only for its intended purpose.
4. Make the Confidentiality & Privacy Policy public.

Number of Directors

Membership on the Board will be a minimum of seven and a maximum of ten.

Recruitment of Board Members

New Board Members will be recruited by advertising in the CBDC Newsletter, which is distributed to all homes and businesses in the region, local newspaper, referrals from other board members or staff and direct contact. As candidates come forward they will be asked to complete an application. This application will be Emailed to the board members one week before it will be reviewed by the full Board. If the application meets with approval, the candidate will be asked to sit in on one Board meeting in an

ex-officio capacity. After attending this meeting, the Board will ratify the decision to have this person serve as a Board Member if the individual is interested in doing so. The following criteria will be used in the assessment of applications for the board:

Geographical Location	5
Gender	5
Education	10
Employment Experience	5
Volunteer Experience	5