



ENVIRONMENT HAMILTON BOARD OF DIRECTORS BACKGROUND INFORMATION PACKAGE

INTRODUCTION

Thank you for considering putting your name forward as a Board candidate for election at Environment Hamilton's upcoming Annual General Meeting!

Environment Hamilton is a community-focused non-profit in Hamilton, Ontario working towards a city that is a carbon-neutral community with secure local food sources, sustainable transportation, and healthy, clean air, water and land. Environment Hamilton inspires people to protect and enhance our environment through leadership, education and advocacy.

Environment Hamilton was incorporated as a not-for-profit organization in 2001 to help Hamiltonians to develop the knowledge and skills they need to protect and enhance the environment around them. The organization emerged out of the efforts of a small group of citizens from east Hamilton who launched an investigation to ensure the City of Hamilton's old Rennie Street Landfill was properly cleaned up.

Environment Hamilton has subsequently worked on dozens of projects and activities in collaboration with a variety of funders and many local partners to build a sustainable future for Hamilton. We also work alongside residents to deal with pressing environmental issues, making frequent use of the Environmental Bill of Rights and other legal tools. Environment Hamilton is led by Executive Director Lynda Lukasik and a volunteer board of 9 directors, and each project has one or more full or part-time staff.

Today, Environment Hamilton is an environmental leader on a wide range of topics including climate change, transportation, infrastructure and development, food security, waste management, biodiversity and the urban forest. As an advocacy organization, Environment Hamilton comments on local environmental issues/injustices to all levels of government through delegations, letters, campaigns and more.

A few examples of local environmental wins with contributions from Environment Hamilton include:

1. City of Hamilton Climate Change Declaration

We are incredibly proud of the central role Environment Hamilton played in advocating for the City of Hamilton to declare a Climate Emergency, with unanimous support from Hamilton City Council. We were the second municipality in Ontario to do so.

2. Good Food Box

Since 2010, Environment Hamilton has been operating a Good Food Box program, offering anyone the opportunity to purchase a monthly box of fruits and vegetables from mostly Hamilton & Halton area farmers. During 2019 alone, our

volunteers packed and delivered over 4,000 boxes.

3. Hamilton Youth EcoSummit

Since 2018, Environment Hamilton has served as the lead organizer of this annual event, in partnership with Hamilton Blue Dot and Mohawk Centre for Climate Change Management. Each year, we work to bring together over 900 local youth from Grades 7, 8, and high school level, to be informed, inspired, and empowered to act. We also celebrate the work of young environmental activists, Hamilton's Eco Heroes, nominated by their teachers.

4. Nix Bill 66 Campaign

2019 brought some crazy proposed policy changes from Ontario's Ford Government. The omnibus Bill 66 proposed "open-for-business by-laws" that would have trumped critical legal requirements to protect water, natural heritage, farmland and human health & well-being. Bill 66 presented a direct threat to Ontario's Greenbelt. Environment Hamilton mobilized Hamiltonians to respond to this threat, engaging over 130 people at workshops to help people prepare and submit comments through the provincial Environmental Bill of Rights registry. At the end of the day, the Ford Government backed off on this component of Bill 66, removing it from the legislation. We are proud to have played a part in the effort that led to this outcome!

Environment Hamilton continues to grow and respond to our members' interests with over 1,000 current members. The Board of Directors has the unique opportunity of representing the interests of our members to inform strategic directions. New Board members have the opportunity to join a strong organization and make a personal contribution to the environmental health & vitality of our community.

We hope you will seriously consider joining us. If you have any questions, you can contact the board recruitment committee at board@environmenthamilton.org.

Sincerely,

The Environment Hamilton Board Recruitment Committee 2020

BOARD POSITION DESCRIPTION

Members of the Board of Directors for Environment Hamilton serve 2 two-year term with the possibility of renewal for another 2-year term, for a maximum of 6 years total. The EH Board Nominations committee receives applications from January to March and recommends a slate of candidates at the annual AGM in April. Anyone present at the AGM who is an EH member may also put themselves forward as a candidate at the AGM. The general membership then votes to elect the new board members.

Please note:

In light of COVID-19, the 2020 AGM scheduled for April was cancelled. Instead, we will be holding a virtual AGM in fall 2020 (date TBD). The EH Board Nominations committee will be accepting applications until September 1, 2020. The EH membership will have the opportunity to vote to elect members of the Board via electronic voting at the AGM. Ahead of the AGM, the names, bios, and photographs of candidates will be circulated to EH members to read over. As part of this list, the nominations committee will indicate who is being recommended for election. We ask that candidates make every effort to attend the virtual AGM.

Purpose

To advance the organization's vision and values by acting as a voting member of the Board in its full authority and responsibility to: develop policies for the operation of the organization, monitor the organization's financial health, programs and overall performance and provide the organization's management with the resources needed to serve the members.

Board Structure

- Comprised of the Chair, Vice Chair, Treasurer, Secretary, plus five directors
- Mandate includes governance and strategic direction of Environment Hamilton

Meetings

- Board Meeting Dates: The board meets once per month. Meetings typically last two hours. A regular meeting date will be decided after the AGM once the full board is together, taking into consideration everyone's availability. We hope to schedule meetings in advance for the 2020-2021 year.
- Board Meeting Location: Environment Hamilton office. 22 Wilson Street, Suite 4 (Second Floor of the Sonic Unyon Building).

The Board of Directors' Responsibilities include:

- Support the vision/mission for Environment Hamilton and ensure it is implemented
- Monitor the organization's finances and approve annual budgets with financial targets
- Strategic planning

- Select and support the Environment Hamilton's Board Officers (President, Vice President, Treasurer and Secretary)
- Establish and develop key operating policies
- Secure grant funding for Environment Hamilton
- Ensure Environment Hamilton's legal responsibilities are met
- Serve as advocates of the organization
- Be accessible, by phone or email, to other Board Directors as needed
- Contribute at least 4-10 hours per month towards the organization
- Fulfill commitments within the agreed-upon deadlines

Individual Board Member's Duties:

- Attend board meetings regularly (once per month)
- Become knowledgeable about Environment Hamilton
- Be a member of at least one standing committee (e.g., Fundraising Committee, Equity & Inclusion Committee)
- Join temporary working groups as necessary
- Attend board meetings prepared and informed about agenda issues
- Contribute to meetings by expressing a point of view and consider other points of view; make constructive suggestions and help the Board make decisions that benefit Environment Hamilton's members
- Attend an annual Board training, if applicable
- Represent Environment Hamilton to individuals, the public and other organizations in a positive and professional manner
- Support Environment Hamilton by attending special events and activities when possible
- Assume Board leadership roles when asked and able
- Keep the Board informed of relevant community concerns
- Maintain confidentiality of Board discussions

The Board sets organizational policies and goals and delegates authority to the Staff Team to implement such policies and goals in the day-to-day operations of the organization. Individual members of the Board, however, have no authority to act independently of the full board on policy issues. Board members who abuse their position this way may be disciplined or censured.

Board members are also trustees of Environment Hamilton who approve an annual budget that ensures it can meet its financial needs and obligations. In addition, Board members monitor the overall financial health of the organization by reviewing monthly reports from the Treasurer and annual reports prepared for an external auditor. The Executive Director retains responsibility for day-to-day operational expenditures. The annual operating budget is approximately \$250,000-\$300,000.

Individual Board members should do their best to attend all Board meetings and actively participate in them and serve on committees and/or as Board Officers. Board members have the responsibility to know and fulfill their role in the organization and to act in the best interest of its members.

Minimum Qualifications for Board Members:

- Must at least 18 years of age.
- Must be a resident of Hamilton.
- Must be a member of Environment Hamilton. Membership is free and open to anyone who shares the following vision: “I agree that Hamilton should be a carbon-neutral community with secure local food sources, sustainable transportation, and healthy, clean air, water and land. I will do what I can to help Environment Hamilton achieve this vision.” To join, visit <https://www.environmenthamilton.org/join>.

We believe the Board will be most effective in its efforts to support Environment Hamilton in advocating for environmental justice in our city if the composition of the Board reflects the diversity of the Hamilton community. We encourage applications from low-income people, women, queer and trans people, Indigenous and other racialized people, and people with disabilities.

We encourage applications from people with a range of skills and experiences. We wish to emphasize that personal involvement in the community is valued above academic credentials or professional experience. We are looking for Board members who have a history of organizing and activism around social justice issues and have strong connections with people in their neighbourhood and the city as a whole.

We hope that all Board members share the following key values: respect, honesty, willingness to share perspectives and workload, knowing what we expect from each other, honouring commitments, transparency, willingness to listen, and keeping the best interests of Environment Hamilton at the centre of decisions.

NOTE

Conflicts of Interest

A person with an actual or potential conflict of interest must declare the conflict and the Board will determine whether the conflict is of an overriding nature. Board members with a declared conflict may not participate in decisions related to that matter.

Remuneration

Directors serve without remuneration, but may be reimbursed for expenses related to attending Board meetings or other business of the organization.



Legal Indemnification

Environment Hamilton indemnifies its Directors and Officers as required or permitted under Ontario law.

BOARD POSITIONS OPEN

The Board of Directors is comprised of 9 members. With some current board members' terms ending, new members will be needed. For the 2020 AGM elections, terms will be two years.

We are looking for additional Board Members with skills in the following areas:

- Financial management, Fundraising, Grant writing
- Legal services
- Human resources
- Volunteer recruitment
- Marketing, Social media management, Public relations
- Event planning
- Popular education
- Community organizing and activism

The Officers of the Board (Chair, Vice-Chair, Treasurer, Secretary) will be identified and voted on by the full Board of Directors following the AGM.

BOARD COMMITTEES

Board Recruitment Committee

This committee is responsible for recruiting people to apply for Environment Hamilton Board of Directors positions. The committee receives applications from January to March each year and recommends a slate of candidates at the AGM in April. The general membership then votes to elect new board members at the AGM. This committee is responsible for updating the Board Recruitment Package annually.

Climate Advisory Committee

This committee supports the climate campaign work undertaken by Environment Hamilton staff (e.g., getting the City of Hamilton to declare a climate emergency and draft a climate policy) and coordinates joint campaigns with other local advocacy groups like Hamilton 350, Hamilton Naturalists' Club, Green Venture, Hamilton Conservation Authority, etc.

Equity & Inclusion Committee

This committee works to bring a diversity, equity, and inclusion lens to the activities of Environment Hamilton board and staff by organizing training and workshops, accessibility audits, and reviews of staff hiring and board member selection practices. Last year, the committee organized Equity and Inclusion training for the entire organization. Currently the committee is working on an Accessibility Plan.

Fundraising Committee

As a non-profit organization, Environment Hamilton's operating budget comes largely from grants and donations. This committee helps with writing grant applications, soliciting gifts from individuals, and fundraising appeals to the membership and wider community. This committee organizes the annual Carbon Cycle, a pay-to-ride weekend bike ride and camping trip, and the annual holiday season fundraising campaign beginning on Giving Tuesday. The committee also plans larger fundraising events to mark key Environment Hamilton milestones (e.g., 10th anniversary gala that included a performance by Sarah Harmer). This committee also includes EH staff and other EH volunteers.

Human Resources Committee

This committee assists with new hires for staff positions by drafting job postings and recruiting and interviewing candidates. This committee is also responsible for managing issues of compensation, such as salaries and cost of living adjustments. Staff can also bring concerns directly to this committee if they have issues with management or co-workers and members of this committee will aim to facilitate conflict resolution.

Schools Engagement Committee

This committee works in partnership with local school boards (Hamilton-Wentworth District School Board, Hamilton-Wentworth Catholic District School Board) to provide environmental education to elementary and secondary school students. This committee organizes an annual Youth Eco Summit in partnership with the Mohawk College Centre for Climate Change Management and the Hamilton chapter of the Blue Dot Movement, attracting hundreds of students and highlighting the work of a select number of young Eco Heroes.

KEY ENVIRONMENT HAMILTON EVENTS

It is expected that board members make every effort to attend/support the following events.

Annual General Meeting (April)

Environment Hamilton staff and board members present the accomplishments and finances for the past year and announce new board members.

Carbon Cycle (June)

This popular and successful fundraiser helps to support EH's work on climate change. It is a weekend ride with overnight camping held every June. It consists of a 65 – 70 km/day ride on rail trails and quiet country roads, includes equipment transportation, a hearty dinner and full hot breakfast.

Youth Eco Summit (October)

This event has occurred for the last 2 years now. It is a full-day event to engage youth on environmental issues and inspire leadership. It has been hosted at Mohawk College in the past and is a collaborative effort with both School Boards and the Education Committee.

Year End Fundraising Appeal (December)

2018 marked our first serious endeavor to raise funds at the end of the year. We were successful in raising \$15,000 during the campaign. We used social media to raise awareness of the fact that EH is Hamilton's Environmental Watchdog; the only group advocating strongly for our local environment. We did this again in the winter of 2019 and raised \$18,000.

Merit Brewery Holiday Gathering (early December)

This is a fun, social event where EH members are invited to a local brewery to get caught up on EH successes and challenges. At the 2019 gathering, we launched our new website, enjoyed some festive time together and raised some funds as well – a good time was had by all.

Staff and Board Potluck (November/December)

This annual event held before the holidays is a great opportunity to come together as a team and share delicious vegan/ vegetarian dishes. We always come away with some great recipes and a renewed sense that we are part of a remarkable organization.

CURRENT BOARD MEMBERS**Ron Ballentine (he/him) (Board Secretary)**

Ron Ballentine has over 30 years of experience with Environmental Education (K-12) in numerous capacities including teacher, instructional leader, resource developer, and conference/workshop developer and presenter. Since retiring as the Instructional Coordinator for Environmental Education and Science and Technology at the Halton District School Board in 2015, he has remained active in the field including as the Chair of EcoSchools Canada, and an alumni member of the Ontario EcoSchools Program Advisory Committee. Additionally, he is an Environment Hamilton board member, volunteers as a Trail Monitor for the Bruce Trail Conservancy, and teaches the Environmental Education, Part One AQ course at OISE, as well as the Environmental Education for Secondary Schools at the Brock University Faculty of Education.. As a lifelong learner he continues to stay active and well-informed (including with strong connections to indigenous educators) in the fields of Environmental Education and Outdoor Experiential Education, and remains committed to the importance of education in our efforts to live in harmony with our environment. I am proud to be a member (since December, 2016) of Environment Hamilton, largely because of the critically important work this organization does to address the many environmental and social justice issues requiring (often urgent) attention in the City of Hamilton and beyond.

Robin Cameron (she/her)

Ever since I was a kid, I've been fascinated by animals and plants. My mother instilled in me and my sister an awareness of environmental issues, a love of the outdoors and gardening, making me an environmentalist for life. When I began university as a biology student, I thought I might become an ecologist but soon realized that I was fascinated

by how plants, animals and microbes work at the cellular and molecular levels. I was fortunate to have excellent teachers and mentors allowing me to obtain my PhD from McGill University, do interesting post-doctoral training in San Diego and Oklahoma and become a Professor of Plant Biology at McMaster University. I am very excited to be an EH board member and to work toward a brighter environmental future in collaboration with the exceptional staff, board members and volunteers at EH.

Andy Coltman (he/him) – ANDY WILL REVISE AND RESUBMIT DIRECTLY TO LYNDA

Andy's fixed term on the EH Board ends in April 2020. He describes participating on it as one of the most invigorating, effective, and inspiring, efforts he has ever undertaken in 30+ years of ENGO involvement.

Cindy Gangaram (she/her) (Board Chair)

Cindy Gangaram teaches Grades 6, 7, and 8 with a focus on equity and critical thinking. She is a dedicated member of her local union, the Hamilton-Wentworth Elementary Teachers' Local, where she is an executive member, a steward, and the chair of the intersectional justice and Political Action committee. Alongside her provincial union, ETFO, she was the co-applicant in the court case challenging the Ford government's repeal of the sex ed curriculum. She currently serves as chair on the board of directors for Environment Hamilton.

Kerry Le Clair (she/her)

Kerry is a community organizer with a background in human rights, indigenous solidarity and social justice work. She launched the Board's equity and inclusion committee, and recently joined the nominating committee. In her Sherman North neighbourhood, she is a passionate advocate for holding industrial businesses and waste facilities accountable for their negative impacts.

Ryan McGreal (he/him)

My name is Ryan McGreal, and I'm a standing member of the EH Board. I'm the editor of Raise the Hammer, a civic affairs website in Hamilton, and I was attracted to EH because of my interest in climate and environmental sustainability, land use and transportation policy, community engagement and social equity and inclusion. I enjoy researching and writing about wonky topics and have had the opportunity to help develop position statements on behalf of EH on such diverse topics as rapid transit and anti-fascism. It has been a tremendous privilege to learn from a diverse and talented community of dedicated justice activists.

Emily Power (she/her)

Emily Power joined the Environment Hamilton board in 2019. She holds a Bachelor of Arts & Science (Combined honours in Human Geography) from McMaster University. Raised in Hamilton, she has volunteered with various local initiatives including Hamilton Victory Gardens, Food Not Bombs, Feminist Action Hamilton, SACHA (Sexual Assault

Centre of Hamilton & Area), People's Plan for Hamilton, and the Hamilton Tenants Solidarity Network. She is active in neighbourhood organizing in the Sherman neighbourhood where she lives. Emily sits on the Board's Fundraising Committee.

Laura Ryan (she/her) (Board Vice-Chair)

Laura Ryan is a life-long resident of Hamilton with experience working in several areas of human services and community development. She has served as both a Board Member and Vice Chair. "I found myself introduced to the board through my local advocacy. I am keenly interested in the ongoing evolution of development in neighbourhoods, which involves investigating who came before us, and what they left behind. Many folks have left behind wonderful traditions of community building, thoughtful development and industry investment; while others have left vestiges of toxic industries, exploitive relationships and purpose-built structures for long scuttled industries. I work passionately to nurture ideas, relationships, and uncover underutilized resources to effect community change from within our existing community power. I have assisted the Board and staff to evolve fair pay practices to help ensure that the work of advocacy is sustainable for our tremendously skilled and dedicated staff."

Christine Yachouh (she/her)

Christine began her involvement with Environment Hamilton as a summer student Climate Change Campaign Assistant in 2016. Since then, she remained involved with the Fundraising Committee, helping to plan events like the Carbon Cycle, and was invited to join the Board of Directors in 2018. She has a Bachelor of Science in Earth and Environmental Science, with a minor in Sustainability from McMaster University. Christine works on community engaged projects with McMaster, and municipalities across Ontario as a consultant. She sits on the Board's Equity and Inclusion Committee in addition to the Fundraising Committee.

EXTRA-COMMITTED VOLUNTEERS

EH is lucky to have a strong volunteer base. Some of our past Board members join us for our monthly meetings and continue to share their expertise and passion for the environment. You may meet these folks at a Board Meeting one day.

Dave Carson (he/him)

Dave Carson retired in 2010 after a career in information technology, which took him to UK, Poland, Saudi Arabia, Portugal and mostly in Canada. Since then he has been volunteering in organizations that encourage and sustain our local community and environment. Dundas Community Garden and Good Food Box are two projects for example. Dave is deeply concerned that our society, city, country, world is not taking the threat posed by climate change seriously enough. EH plays an important role in pushing local awareness and action on climate change.

Don McLean (he/him)

Don is a co-founder of Environment Hamilton and lifelong environmental activist in the local community. He was Chair of the Friends of Red Hill Valley from 1992-2003, during the high point of the struggle to prevent an expressway from being built through the sensitive creek valley. He has served on the boards of the Hamilton Naturalists' Club and the Bay Area Restoration Council, and currently volunteers with the Hamilton 350 Committee, part of an international grassroots network advocating for action and education on climate change. Don is also co-founder of Citizens at City Hall (CATCH), a group that monitors and reports on Hamilton civic affairs. Don has a master's degree in environmental studies and has taught courses at Athabasca University and the University of Waterloo.

Joyce Munro (she/her)

Joyce has been an enthusiastic and committed member of Environment Hamilton since her retirement 10 years ago as principal of an east end school in Hamilton. With the guidance and encouragement of EH, the school achieved the honour of 'greenest' school in the Hamilton Wentworth District School Board. Joyce has completed two terms on the EH Board of Directors and currently serves as chair of the Fundraising Committee and member of the Climate Change Advisory committee. In 2016, Joyce was delighted to be acknowledged as Environment Hamilton's Volunteer of the Year. The grandmother of 9, Joyce is particularly interested in engaging children and youth in environmental awareness, education and activism. The Hamilton Youth Leaders Eco-Summit held in 2018 was a highlight for her and she was proud to be on the planning committee. She is an avid supporter and promoter of Ontario EcoSchools. It won't be surprising that her favourite quote is a Native American Proverb, "We do not inherit the earth from our ancestors; we borrow it from our children."

Jim Quinn (he/him)

Dr. James (Jim) S. Quinn is a professor in the Biology Department at McMaster University. He studies the behaviour of birds living in complex social groups and the effect of air pollution on DNA (inherited mutations) in birds and mice. On campus he is co-chair of MacGreenInvest, a faculty driven group seeking to have McMaster divest from fossil fuel companies and reinvest in green energy companies. Jim is currently a member of the Hamilton 350 committee (an organisation dedicated to mitigating human caused climate change) and past director/chair of Environment Hamilton's board. As well, he has been actively involved in local civil disobedience to discourage the transportation of tar sands bitumen. He has been an active member of a number of Hamilton Harbour wildlife related advisory committees over the years. Since 2007 Jim and his students have monitored and managed colonial nesting birds in Hamilton Harbour.