



**Request for Consideration**  
**by the**  
**Nominating Committee**

Shareholders seeking consideration by the Nominating Committee for recommendation for nomination for Director at the Annual General Meeting in 2020 must submit their Request for Consideration during the period noted below.

**The Shareholder wide call for Requests for Consideration by the Nominating Committee will open August 19, 2019. Requests will be accepted by the Nominating Committee until end of day on September 13, 2019.**

All Requests for Consideration by the Nominating Committee should be delivered by email to LaVonne Walt, Corporate Secretary of the Calgary Stampede at [corporatesecretary@calgarystampede.com](mailto:corporatesecretary@calgarystampede.com).

**REQUEST FOR CONSIDERATION REQUIREMENTS**

**INITIAL REQUIREMENTS:**

1. Completed Request for Consideration by the Nominating Committee (form attached in Figure 1) including all required documents.

**ADDITIONAL REQUIREMENTS:**

For those candidates shortlisted for detailed evaluation (as described below) additional information will be requested and required by the Nominating Committee including the following:

1. References – two references from within the Calgary Stampede and two business references from outside the organization.
2. Agreement on items related to:
  - a. Disclosure of information for communication of candidates to Shareholders.
  - b. Declaration of standing to be completed according to good organization practice and as required pursuant to the Companies Act (Alberta).



Additional requirements will only be requested of those candidates selected for detailed evaluation and will be requested at time of notification of same.

**Figure 1**

**NOMINATING COMMITTEE  
REQUEST FOR CONSIDERATION  
OF CANDIDATE**

I, \_\_\_\_\_, do hereby consent to allow my name to stand for consideration by the Nominating Committee (NC), for recommendation for nomination to run for election at the 2020 Annual General Meeting of Shareholders for the office of Director at the Calgary Exhibition and Stampede.

Attached herewith is my resume detailing my professional experience, educational background, volunteer experience with the Stampede and all specific expertise, attributes and experience that I feel highlight my qualifications for consideration.

In providing this consent, I hereby agree that:

- I meet the qualifications set forth in the By-laws of the Calgary Exhibition & Stampede as set forth hereto.
- All information I have provided with this Request for Consideration is accurate and can be shared with the NC, the Board and staff as required by the NC in the evaluation of my application.
- The Stampede and/or NC can use my name in communications to Shareholders, including the candidate brochure, as required to provide information on candidates considered and/or recommended by NC for nomination for election.
- The NC may request appropriate background/credit checks through the Stampede's Volunteer Services Department to verify compliance with the Companies Act (Alberta) and requirements therein to meet the qualifications of Director.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.



\_\_\_\_\_  
Signature of Candidate

**Attention:** Corporate Secretary, LaVonne Walt, at [corporatesecretary@calgarystampede.com](mailto:corporatesecretary@calgarystampede.com)

**Copy to:** Sabina Shah, Nominating Committee Chair

Received: \_\_\_\_\_



## **Requirements of a Board Member**

The Calgary Stampede Board of Directors requires a varied complement of skill sets, experience and expertise in its Board members to best perform the functions required of the Board of Directors, including directing and overseeing the management, governance, strategic planning, risk management and internal controls, communications, human resources and disclosure including financial reporting.

For 2020, the Board has completed its comprehensive self-evaluation process to identify attributes, experience and expertise required by the Board in the near term.

Key considerations have been captured and provided by the Governance & People Committee to the Nominating Committee through the Criteria for Evaluation (detailed below). In addition to these criteria, additional directional considerations have been delivered to the Nominating Committee to support its evaluation of candidates.

Diversity at the leadership level has been identified by the Board of Directors as a priority for the organization. Diversity is considered in the broadest sense and includes diversity of thought, background, experience, expertise and view point. To support the value of diversity, independent thought and a willingness to learn are key traits desired of future Board members.



**Nominating Committee  
2020 Process & Timelines**

The Calgary Stampede’s Nominating Committee is tasked with identifying, evaluating and recommending to the Governance & People Committee candidates for nomination for Director best meeting the skill sets, expertise and experience required by the Board of Directors of the Calgary Stampede.

Identification of Potential Candidates

For 2020, the Nominating Committee is executing a robust identification and recruitment process that includes engagement with committee executive, current Board members, Stampede’s Elected Officers and Shareholders (including an open call to Shareholders) to identify potential current and future candidates for Director from all areas of the Shareholder base.

Criteria for Evaluation

As delivered to the Nominating Committee by the Board through the Governance & People Committee, the following criteria of skill and expertise requirements will be considered and evaluated by the Nominating Committee in its evaluation of candidates:

<b>General Attributes</b>	<b>Business Oversight Expertise</b>	<b>Stampede-Specific Expertise</b>
Board Experience Independence Willingness to Learn Board Education Time Commitment	Accounting & Finance Executive HR Leadership Executive Leadership Facilities & Infrastructure Development Governance Legal Marketing Strategy Risk Management Strategic Planning	Agriculture Business Development Master Planning & Execution Community Leadership

Evaluation Process

The Nominating Committee will conduct an initial evaluation of Requests for Consideration received based on the above criteria including a review of candidate applications and an initial screening interview with each candidate. From these evaluations, a shortlist of candidates will be determined by the Nominating Committee.



Candidates shortlisted for detailed evaluation will be invited to participate in a second, comprehensive panel interview with members of the Nominating Committee which will include a robust question framework and governance-based case scenarios. Comprehensive reference checks will additionally be conducted by the Nominating Committee for the short-listed candidates (two Stampede references, two business references).

#### Recommendation

The Nominating Committee will deliver to the Governance & People Committee its recommendation of candidates for nomination for Director in late November 2019.

The Nominating Committee will support its recommendation of candidates with both quantitative and qualitative evaluation on the basis of the criteria provided by the Board.

If approved by the Governance & People Committee, the candidates will then be recommended by the Governance & People Committee to the Board for approval in early December 2019.

#### Communications to Candidates

Those candidates not short-listed by the Nominating Committee for detailed evaluation second interviews will be notified of their status, which notification is expected to occur by no later than October 26, 2019.

Those candidates shortlisted for detailed evaluation will be notified of their status, which notification is expected to occur by October 25, 2019. At that time, they will receive a request for additional information as described in the Request for Consideration above.

The Nominating Committee will contact all short-listed candidates (both those being recommended and not) following the Board of Directors' approval of the recommended candidates by no later than December 13, 2019.

#### Communications to Candidates

Information regarding all recommended candidates will be promptly communicated to Shareholders following the Board of Directors approval of recommended candidates recommended, which information is expected to be published by no later than December 17, 2019.

Names and certain additional biographic and experience information of all approved nominated candidates will appear in communications to Shareholders for the 2020 Annual General Meeting of Shareholders.



### Timeline

The Nominating Committee's 2020 recruitment, evaluation and recommendation process is expected to advance according to the timeline on the following page.



## Recruitment



## Evaluation



## Recommendation