



First Nations Education Steering Committee  
#113-100 Park Royal South  
West Vancouver, BC, V7T 1A2  
Tel (604) 925 – 6087  
Toll-Free 1-877-422-3672  
Fax (604) 925 – 6097

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## PROCESS FOR CHANGING A FNESC BOARD OF DIRECTOR/AUTHORIZED REPRESENTATIVE

The First Nations Education Steering Committee Society (FNESC) is committed to supporting First Nations in their efforts to promote quality education for First Nations learners. FNESC is directed by BC First Nations and works at the provincial level to provide services in the areas of advocacy, research, communications, information dissemination, and networking.

**To officially change a Director on the FNESC Board the following documents are required:**

**1) A signed Band Council Resolution. *Sample Wording:***

*“That we \_\_\_\_\_ [Name of First Nation Band] hereby remove \_\_\_\_\_ [Current Director] as the Director, and appoint \_\_\_\_\_ [New Director] to be our Director on the FNESC Board of Directors and Authorized Representative at all FNESC general meetings and to report back to Chief and Council regularly on educational matters.”*

**2) A signed Directors Consent Form**

**3) A completed FNESC Directors Contact Information Form. It is the responsibility of Directors to ensure that their contact information is correct.**

A First Nation will remain a Member of FNESC until it provides a written notice stating that its membership has ceased. A Director will remain on the FNESC Board until he or she resigns or the First Nation that appointed him or her provides a written notice to FNESC that it has replaced that Director.

**Please return all required documents to Charleen Gulbrandsen, Executive Assistant, either by email at [charleeng@fnesc.ca](mailto:charleeng@fnesc.ca) or fax to FNESC Office at 604 925 6097.**



**DIRECTOR'S CONSENT**

I, \_\_\_\_\_ (*fill in name*), hereby accept my appointment as the Authorized Representative for \_\_\_\_\_ (*fill in name of First Nation*) and consent to be a Director of the First Nations Education Steering Committee, a registered society under the *Society Act* (BC).

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Address:     Residential       Work

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

*SOCIETIES ACT (BRITISH COLUMBIA)*

**Persons qualified to be directors**

44 (1) A person is qualified to be a director of a society only if the person is an individual who is at least 18 years of age.

(2) Despite subsection (1), an individual who is 16 or 17 years of age is qualified to be a director of a society if provided for in the regulations.

(3) Despite subsections (1) and (2), an individual is not qualified to be a director of a society if the individual is

(a) found by any court, in Canada or elsewhere, to be incapable of managing the individual's own affairs,

(b) an undischarged bankrupt, or

(c) convicted in or out of British Columbia of an offence in connection with the promotion, formation or management of a corporation or unincorporated entity, or of an offence involving fraud, unless

(i) the court orders otherwise,

(ii) 5 years have elapsed since the last to occur of

(A) the expiration of the period set for suspension of the passing of sentence without a sentence having been passed,

(B) the imposition of a fine,

(C) the conclusion of the term of any imprisonment, and

(D) the conclusion of the term of any probation imposed, or

(iii) a pardon was granted or issued, or a record suspension was ordered, under the *Criminal Records Act* (Canada) and the pardon or record suspension, as the case may be, has not been revoked or ceased to have effect.



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### FNESC BOARD OF DIRECTORS CONTACT FORM

Please complete and return this form along with your signed Band Council Resolution and Directors Consent Form. All information, including meeting information, will be sent to the email identified on this form. Future changes of contact information can be submitted to FNESC using this form.

*\*Any item marked with an asterisks is required information for FNESC Society*

<b>* First Nation Name:</b>	
<b>* Band Number:</b>	
<b>* Name:</b>	
<b>* Email:</b>	
<b>* Home Physical Address:</b> <i>(No PO Box Numbers Permitted)</i>	
<b>* Home Phone:</b>	
<b>Cell Phone:</b>	
<b>Work Phone:</b>	
<b>Work Fax:</b>	
<b>Work Mailing Address:</b>	
<b>Work Physical Address:</b>	

**Please return to Charleen Gulbrandsen, Executive Assistant:**

Email at [charleeng@fnesc.ca](mailto:charleeng@fnesc.ca) or fax to FNESC Office at 604-925-6097.