

The Canadian Condominium Institute

## Ron Danks

# National Volunteer Leadership Award

**PURPOSE:** To set out the process for the Canadian Condominium Institute's National Volunteer Leadership award.

**POLICY:** CCI may make an annual award to a member of the Institute who, in the opinion of the National Executive Board, is worthy of being recognized for excellence in volunteer leadership at a national level for the Institute. The winner shall receive: a plaque or other recognition, two complimentary tickets to the CCI National awards banquet and a \$100 donation to the charity of the recipient's choosing.

**PROCEDURE:**

The Leadership Award Search Committee, made up of the President, Chair, and Vice-President, will solicit nominations for the award annually, and may also consider other individuals who, in their judgment, meet the award's criteria.

**Criteria**

The award will be given for excellence in volunteer leadership for the Institute. Eligible candidates will have made an outstanding contribution to the CCI through meritorious leadership on one or more of a national committee, the National Executive Board or the National Council, or another role designated by one of them. His/her actions will have advanced the Institute's mission, goals and objectives. Individuals considered for the award shall not have been compensated for their roles, but may have received reimbursement of expenses.

**Process**

1. The Leadership Award Search Committee will solicit confidential nominations from the Institute's National Council. Nominations will detail the nominee's involvement in the Institute, the nature of his/her contribution in a leadership role, and the nominator's reasons for believing this leadership is worthy of recognition and award.
2. The Search Committee may (but need not) also identify other individuals within the Institute's leadership who, in their judgment, meet the criteria set forth in this policy, and compile information on that individual similar to that outlined in step 1, above.

3. The Search Committee will then make a single recommendation to the Institute's National Executive Board of the person whom they consider should receive the award, along with the reasons therefor. The names of other persons nominated/considered should not be disclosed at any time.
4. The Institute's National Executive Board will either confirm or reject the nominee recommended by the Search Committee. If the nominee sits on, or is otherwise entitled to attend meetings of, the National Executive Board, s/he will be excused from the meeting for the duration of the discussion and vote.
5. The award presentation shall be made at the CCI National Awards Banquet.

**General**

1. The Institute may refrain from making an award in any year when no person of a deserving quality is nominated or considered, or when the National Executive Board rejects the recommendation of the Search Committee. Under such circumstances, the award may be deferred to a later year. Only one award, however, shall be made in any one year.
2. All deliberations by the CCI National Executive Board on the nominee for this award shall be considered to have been held in camera and only the decision of the Executive Board shall be minuted. Directors will not discuss these deliberations with the nominee or with any other person not a member of the National Executive Board.

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**NATIONAL OFFICE**

2800 14th Avenue, Suite 210, Markham, Ontario L3R 0E4  
Tel: 416.491.6216 / 1.866.491.6216/ Fax: 416.491.1670  
Web: [www.cci.ca](http://www.cci.ca) / Email: [cci.national@associationconcepts.ca](mailto:cci.national@associationconcepts.ca)

