



BOARD OF DIRECTORS

CANDIDATE INFORMATION PACKET



ABOUT I-CAR®

Founded in 1979, I-CAR is a not-for-profit education, knowledge and solutions organization designed to support the evolving needs of the Collision Repair Inter-Industry. I-CAR is focused on improving the quality, safety and efficiency of auto collision repair for the ultimate benefit of the consumer.

VISION

The I-CAR vision is that **EVERY** person in the collision repair industry has the information, knowledge and skills required to perform complete, safe and quality repairs for the ultimate benefit of the consumer.

MISSION

The I-CAR mission is to deliver increasingly accessible, on-demand and relevant education, knowledge, services and solutions for the Collision Repair Inter-Industry.

I-CAR BOARD SERVICE GENERAL INFORMATION

MEMBERSHIP STATUS:

Maintain I-CAR Regular membership at the individual or organizational level on an annual basis, which includes an annual membership fee (included as a Sustaining Partner benefit).

MEETINGS:

- Regularly attend all board meetings, notify staff and Board Chair of unavoidable absences;
- Prepare for and actively participate in board and committee meetings, as well as I-CAR events and programs;
- Maintain confidentiality of the Board's sessions; and
- Contribute to the content and process of board and committee meetings.

RESPONSIBILITY TO STAFF:

- Disclose possible conflicts of interest that might compromise the Board or I-CAR and disclose any possible conflicts to the Board in a timely fashion;
- Develop and maintain a constructive partnership among the Board, CEO, and senior management team.

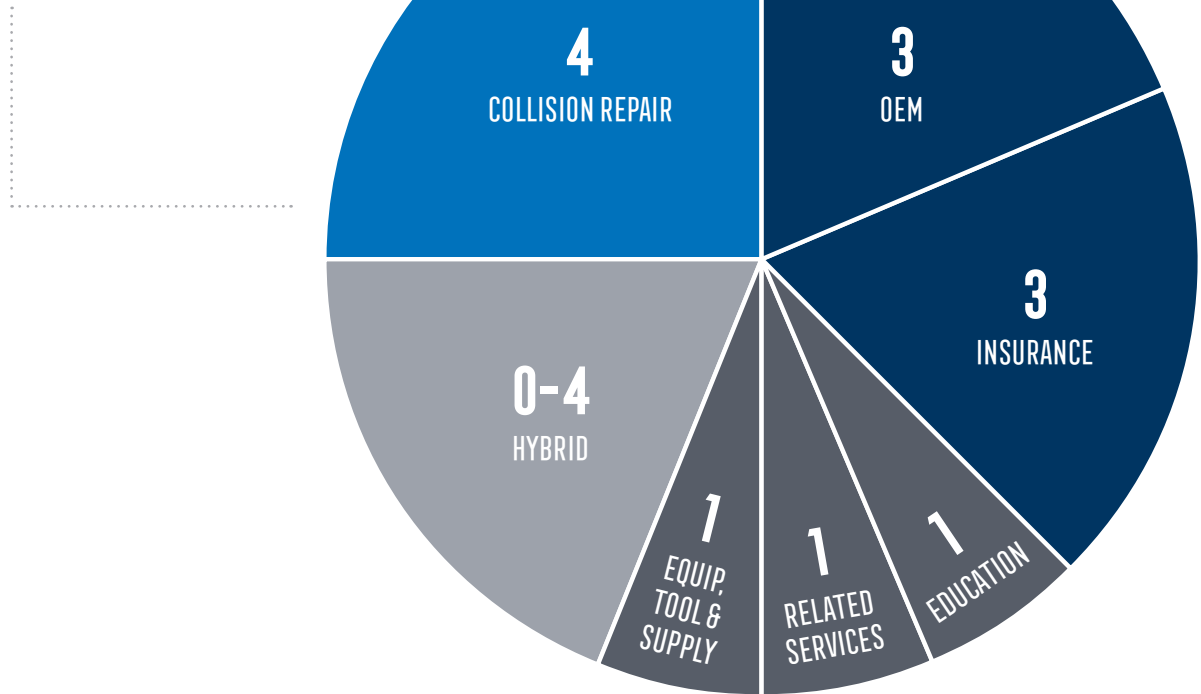
SUMMARY OF FIDUCIARY RESPONSIBILITIES:

- Effectively carry out vital leadership, legal and stewardship responsibilities and act in the best interests of all the members of the organization.
 - » Govern the organization and establish a set of Board level policies, procedures, practices and risk boundaries that collectively empower the Organization to realize its mission, achieve ongoing success and financial health, maintain the safety and soundness of assets, and validate the Organization's compliance with applicable Federal, State and local laws.
 - » Set-forth a forward-looking strategic vision, mission and set of values for the direction, work and culture of the organization, as well as prioritize the strategic goals, objectives, and relevant metrics of success to forward the Organization's mission.
 - » Delegate appropriate authority to the CEO to properly manage and operate the day-to-day affairs of the Organization.
- Faithfully read and understand the organization's financial statements and otherwise help the Board fulfill its fiduciary responsibility; and exercise oversight consistent with non-profit law, established standards and organizational policy.
- Abide by the fundamental standard that each director must perform his or her legal duties in good faith and in the best interests of the Organization. Those legal duties are duties of: care; loyalty; and obedience.

STRUCTURE OF THE BOARD

BOARD SIZE:

The size of the I-CAR Board may range from 13 to 17 members with the following segment representation and should achieve established segment diversity objectives.



NOMINATING COMMITTEE

The Nominating Committee will strive to maintain diverse representation across all segments in both organization size and leadership level.

SELECTION/NOTIFICATION PROCESS:

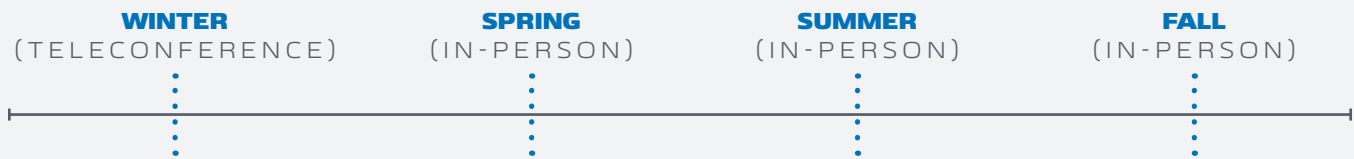
1. A Call-for-Candidates to serve on the I-CAR Board of Directors (Board) will be issued annually to all I-CAR Members, the call will include a list of the open positions I-CAR is seeking.
2. Those wishing to serve on the Board must submit a completed application for consideration by the established deadline.
3. The Nominating Committee will review all applications received and conduct phone interviews with applicants. Candidates must complete an online assessment.
4. The Nominating Committee will announce a slate of nominees to I-CAR Regular Members, which will have 30 days to submit a challenge nominee prior to the voting period beginning.

TERMS OF SERVICE

The term of the I-CAR Board member shall commence on July 1, for a renewable term of 3-years, not to exceed two (2) terms.

MEETINGS

Active participation is crucial to the effectiveness of the Board. Board Members are expected to attend four Board meetings per year, held according to the following schedule:



ATTENDANCE POLICY

Board Members are expected to attend all meetings and shall be deemed to have resigned from the Board if absent from two (2) consecutive regular meetings.

ORIENTATION

An in-depth orientation is held prior to first in-person meeting the newly elected member is to attend. Orientation will cover the following key topics:

- Organizational Overview (I-CAR Training Support Center, Tech Center, Field Operations to Include Committee Work and the Collision Repair Education Foundation)
- Key Activities (Strategic Plan, Goals and Progress Toward Attainment)
- Products & Services
- International Activity