



**TO:** NCGA Action Team/Committee Members, State Organization Offices, NCGA Corn Board Members

**FROM:** Kevin Skunes, Chairman

**CC:** Jed Bower, Paul Jeschke, Dan Nerud, Doug Noem

**DATE:** November 20, 2018

**RE: REQUEST FOR APPLICATION—NCGA CORN BOARD—FY 2020**

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On behalf of the Nominating Committee members, Jed Bower, Paul Jeschke, Dan Nerud, Doug Noem and myself, I am enclosing application information for growers to be considered for positions on the FY 2020 NCGA Corn Board.

Candidates will be introduced at the Corn Congress meeting during Commodity Classic, February 28-March 2, 2019 in Orlando, FL. Corn Board members will be elected at the Corn Congress meeting, July 17-18, 2019 in Washington, DC. The newly elected board members will begin their service on October 1, 2019 for the 2020 Fiscal Year.

***Background Information:***

There will be 5 open positions elected to the NCGA Corn Board at the July 2019 Corn Congress meeting in Washington, D.C.

Five\* terms expiring are:

- Kevin Skunes—retiring as Chairman, has completed eligible board service.
- Chris Edgington—3-year term (10/1/16-9/30/19), eligible for one additional three-year term.
- Tom Haag—3-year term (10/1/16-9/30/19), eligible for one additional three-year term.
- John Linder—3-year term (10/1/16-9/30/19), eligible for one additional three-year term.
- Jeff Sandborn—1-year term (10/1/18-9/30/19), eligible for two additional three-year terms.

*\*Please note that if a board member whose term is expiring is elected First Vice President, he or she will leave no unexpired term, and the number of board member positions to fill will be 4 instead of 5.*

The Nominating Committee members are requesting applications for these board positions. **Application forms are due into Kathy Baker in the St. Louis office by Friday, January 11, 2019.**



The work of the Nominating Committee is to review applicant qualifications and nominate the most qualified individuals for consideration by NCGA delegates to the Corn Board. Candidates will be considered based upon the following qualifications.

- Leadership characteristics
- Ability to fulfill responsibilities of the position
- Commitment to the position on behalf of NCGA
- Vision of service within NCGA
- Leadership experience
- Current and future perspective of NCGA
- Personal goals and objectives
- Personal Vision for the Association and corn industry
- *(also reference attached Corn Board Position Description)*

The Nominating Committee members will discuss candidate applications in January 2019. Per the NCGA Bylaws, the Nominating Committee shall nominate a greater number of candidates than positions on the Board to be elected, and all positions must be elected to the Corn Board by majority vote.

A Nominating Committee Report listing the slate of nominated candidates, biographical information and an explanation of the voting process will be available in February 2019 to Corn Congress Delegates/Alternates, Corn Board Members, Action Team/Committee Members, and State Organization Offices. All persons not interviewed or nominated will be notified by the Nominating Committee.

The Nominating Committee Report will be given on the first day of the Corn Congress, July 17, 2019, and nominations from the floor will be in order that day. All candidates will be expected to give remarks to the delegates on the day of nomination.

## **YOU HAVE QUESTIONS—WE HAVE ANSWERS!**

### ***Who can apply for a position on the NCGA Corn Board?***

You may apply if you are a corn producer (owner, manager or operator), and are a member of NCGA, and a checkoff contributor, if applicable.

### ***Where should the application form be sent?***

You can send your application by fax, email or U.S. mail to:

*Kevin Skunes, Nominating Committee Chairman  
c/o Kathy Baker  
National Corn Growers Association  
632 Cepi Drive  
Chesterfield, MO 63005  
Tel: 636/733-9004  
Fax: 636/733-9005  
E-Mail: [baker@ncga.com](mailto:baker@ncga.com)*



Applications received at the National Corn Growers Association office will be forwarded to Nominating Committee members for their review.

### ***When to turn in the application?***

The deadline for receipt of applications is close-of-business on Friday, January 11, 2019 in the NCGA/St. Louis office.

### ***What's next?***

The Nominating Committee will conduct telephone interviews with those submitting applications. After completion of interviews, the Nominating Committee will vote on a slate of candidates, which will be announced in early February 2019. A Nominating Committee report with nominated candidates and biographical information will be available in February 2019. The Committee will also notify persons who are not nominated.

### ***What happens at the Corn Congress meeting in July?***

The Nominating Committee report will be given on the first day of the July 2019 Corn Congress and nominations from the floor will be in order that day. All candidates will be expected to give remarks to the delegates on the day of nomination.

Please help strengthen the future of the National Corn Growers Association through leadership service on the NCGA Corn Board. We welcome your application!

The Nominating Committee members look forward to hearing from you. If you have questions, please call Kevin Skunes at 701-261-0112, or feel free to contact one of the other members of the Nominating Committee: Jed Bower, 740-572-2253, Paul Jeschke, 815-252-9460, Dan Nerud, 402-641-7668, Doug Noem, 605-881-0426, or Kathy Baker in the NCGA St. Louis office, 636-733-9004.



## Nominating Committee Timeline:

|                           |   |  |
|---------------------------|---|--|
| November 20, 2018         | → | Request for Application Distributed  |
| December 7, 2018          | → | Request for Application (reminder #1)  |
| January 4, 2019           | → | Request for Application (reminder #2)  |
| <b>January 11, 2019</b>   | → | <b>Application Forms are due in St. Louis office</b>   |
| January 17-31, 2019       | → | Phone Interviews conducted   |
| February 1, 2019          | → | Slate announced  |
| February 8, 2019          | → | Nominating Committee Report available  |
| February 28-March 2, 2019 | → | Corn Congress Meeting, Orlando, FL<br>Nominating Committee Report, announcement of candidates.       |
| July 17-18, 2019          | → | Corn Congress Meeting, Washington, DC<br>Candidates' remarks to the delegates, Corn Board elections. |



## Application Form CORN BOARD MEMBER

Name *(first, middle, last)* \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Home Telephone No. \_\_\_\_\_  
Fax No. \_\_\_\_\_  
Cell No. \_\_\_\_\_  
NCGA Membership No. *(required)* \_\_\_\_\_  
Email Address \_\_\_\_\_  
Education \_\_\_\_\_

### LIST THREE PERSONAL REFERENCES AND THEIR PHONE NUMBERS.

Name: \_\_\_\_\_ Tel: \_\_\_\_\_  
Name: \_\_\_\_\_ Tel: \_\_\_\_\_  
Name: \_\_\_\_\_ Tel: \_\_\_\_\_

### DESCRIBE YOUR FARM OPERATION:

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### LIST CURRENT OR PREVIOUS LOCAL, STATE OR NATIONAL ASSOCIATION INVOLVEMENT, WHETHER AGRICULTURAL, OR OTHER:

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### EXPLAIN WHY YOU WOULD LIKE TO BE ELECTED TO SERVE ON THE CORN BOARD:

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### EXPLAIN YOUR PERSONAL EXPECTATIONS OF A CORN BOARD MEMBER:

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**EXPLAIN YOUR PERSPECTIVE OF NCGA:**

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**EXPLAIN THE LEADERSHIP ATTRIBUTES OR EXPERIENCE YOU CAN BRING TO THE CORN BOARD:**

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**DESCRIBE YOUR PRIORITIES FOR NCGA AS A MEMBER OF THE CORN BOARD:**

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**ADDITIONAL PERSONAL COMMENTS:**

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**ENCLOSURES**

—Position Description of an NCGA Corn Board Member

*Thanks for completing this form. Please return to the NCGA Chairman at the address below:*

Kevin Skunes, Chairman ▪ c/o Kathy Baker  
National Corn Growers Association  
632 Cepi Drive ▪ Chesterfield, MO 63005  
Tel: 636/733-9004 ▪ Fax: 636/733-9005  
E-mail: baker@ncga.com



## NCGA CORN BOARD

### Position Description: NCGA Corn Board Member

#### **Purpose:**

The primary responsibility of the Corn Board as a whole is to supervise and direct the day-to-day business and policy matters of NCGA and represent NCGA on all matters. To complete these responsibilities, the Corn Board will be comprised of 15 corn growers including 12 members elected by the Corn Congress, plus the President, First Vice President and Chairman of the NCGA who are elected by the Corn Board.

#### **Member Duties and Responsibilities:**

Each member of the Corn Board will perform the following acting as a group, or individually as the task requires:

1. Represent the federation of state organizations as an Association in order to fulfill the Association's purpose and coordinate the Federation of Member States. In so doing the Corn Board will act in the best interests of all members and the industry, rather than on behalf of themselves, individuals or individual state interests or to the detriment of Association interests, and shall respect confidentiality within the position. Ensure legal and ethical integrity and maintain Corn Board accountability.
2. Act as a responsible spokesperson for the NCGA to enhance the organization's public standing on all organizational and policy issues. In so doing, Corn Board members will communicate positions which are consistent with Association policy and purposes.
3. Supervise the affairs and activities of NCGA in partnership with the CEO, who serves as staff administrator.
4. Implement NCGA policy established by the Corn Congress; interpret, further define, respond to and monitor policy matters as well as prioritizing competing policy interests and projects and allocate Association resources to achieve policy goals.
5. Monitor and update a multi-year strategic plan and organization outlook.
6. Have ultimate responsibility for all financial affairs of the Association, including assuring adequate resources. Approve and monitor an annual budget, and develop a financial forecast and operating plan in partnership with the CEO and NCGA staff.



7. Monitor and evaluate all program results, including those of the Corn Action Teams and report results to the Corn Congress, as appropriate, and take corrective action in program implementation as needed.
8. Recruit and orient new Corn Board members and assess Corn Board performance.
9. Individual Members shall agree to serve as liaison to Action Teams/Committees, if appointed, and support the performance of the Action Teams/Committees.
10. Participate, as appointed by the President, in one or more of these committees in accordance with the purpose of the committee, as defined by the Bylaws:
  - a) Governance
  - b) Finance
  - c) Nominating
  - d) Resolutions
  - e) Other committees and organizational appointments, as necessary
11. Establish times and locations for Corn Congress meetings, develop an agenda for actions and policy matters of the Corn Congress.
12. Elect the First Vice President for ratification by the Corn Congress.
13. Select the Chief Executive Officer.
14. Actively solicit input from growers, state organizations and other corn industry partners to contribute to sound, knowledge-based decisions.
15. Complete orientation, attend meetings, participate in conference calls, review meeting materials and represent the Corn Board as requested at meetings, events or activities, to include state organizations.
16. Make attendance at Corn Board meetings and conference calls a priority (versus involvement in the activities of other organizations) and attend board meetings of home state organization(s).





## Qualifications:

Corn Board members may find these qualifications helpful:

1. Be a NCGA Regular Member who has historically participated as a contributor in their state's checkoff program, if applicable. Will have provided requested information and have completed interviews with the Nominating Committee.
2. Have demonstrated experience, skills or interest in any of the following:
  - a) The capacity to work well with others in a team oriented atmosphere with respect for the responsibilities of the position, and the willingness to commit to organizational goals versus individual or state achievement.
  - b) The ability to understand and focus upon both short and long-term objectives.
  - c) Leadership experience.
  - d) Knowledge of the NCGA and national issues concerning the corn industry, experience within local, state or national corn grower organizations is preferred.
  - e) Background knowledge or experience in organizations or on boards to have an understanding of organization business principles, including ethics, legal, planning and budgeting.
  - f) Experience in working with a CEO responsible for staff and program/policy administration, and an understanding of the boundaries of the different, yet complementary roles and responsibilities of growers and staff.
  - g) Communication skills, comfortable serving as an NCGA spokesperson as requested, to communicate Association policy and purpose.
  - h) Necessary time management skills to balance personal, professional and Association needs.
  - i) Ability to spend approximately six (6) hours per week and 15 to 25 days per year away from personal business to devote toward Association matters. Additional time is required for an officer, as defined in their position description.
  - j) Desire to participate in any or all corn industry, production, market development, product development and informational or educational activities of the Association.