

## Nomination Guidelines for Board Membership

It is the intent of the National Marrow Donor Program (NMDP) to achieve a board composition that approximates the racial, ethnic, age and gender population of the United States. We also actively seek out, recruit and nominate potential members who have had personal or family experiences with stem cell donation or transplantation. The NMDP is interested in acquiring board members whose occupation or skill set will uniquely contribute to the NMDP's ability to serve its mission and reach its goals.

### **The NMDP Mission Statement:**

We save lives through cellular transplantation – science, service and support.

### **Board Member Qualifications:**

Board members are classified as *Independent, Affiliated and Council Director*. The Council Director shall be the President of the NMDP's participating Apheresis, donor, transplant and collection centers, cord blood banks, and recruitment groups ("the Council"). The Council Director is nominated by their organization. Independent and Affiliated board members must have the following qualifications to be nominated for board service:

- a. Independent directors are individuals who have distinguished themselves in their chosen field or have demonstrated an extraordinary commitment to the purposes for which the corporation was formed. Examples of Independent Directors include, but are not limited to: members of the general public; a transplant recipient or a family member; and a donor of bone marrow, PBSC or cord blood.
- b. Affiliated directors are defined as having a contractual relationship with NMDP or are employed by an entity that has a contractual relationship with the NMDP. Examples of Affiliated Directors include, but are not limited to: Transplant Center (both Adult and Pediatric), Donor Center, Apheresis/Collection Center, Cord Blood Bank and Donor Recruitment Organization representatives. Affiliated directors may also include employees from other NMDP supplier or customer organizations.

### **Meetings:**

Unless notified otherwise, meetings of the board of directors are held for a day and a half three times a year in January/February, May/June and September/October.

### **Terms:**

A board term for Independent and Affiliated directors is for two years (beginning October 1 and concluding September 30). Members are eligible to serve a maximum of three two-year terms for a total of six years. Under certain conditions, independent members may serve four two-year terms.

The Council Director serves a one year term as Council President.

### **Compensation:**

Directors are compensated for costs and expenses incurred for travel on NMDP business, but are not compensated for services rendered to the NMDP in their capacity as directors.

**Board Dismissal:**

Board members are expected to attend all board meetings. Should a member miss two consecutive board meetings without good cause, the Board Development Committee will recommend to the board a course of action which may result in dismissal.

**Committees:**

A board member is expected to be an active member of at least one of the NMDP Committees and/or ad hoc/subcommittees of the board. Each committee meets for at least one day two times a year in various locations throughout the country and/or through conference calls.

**Orientation:**

Each board member will complete a one-day orientation session.

**Nominations:**

1. Board members, members of the NMDP Network, and NMDP staff are eligible to nominate a candidate for board appointment. The Board Development Committee shall solicit their recommendations.
2. Nominations must be submitted in writing to the Chair of the Board Development Committee and accompanied by:
  - a. A letter of recommendation.
  - b. A statement from the nominee why he/she is interested in serving on the NMDP board of directors; his/her qualifications; what specific expertise he/she has that would be an asset to the board; and what type of commitment they could make to the NMDP.
  - c. The nominee's current CV or BIO.
3. The Board Development Committee will evaluate the nominees based upon the above criteria.
4. The Board Development Committee will acknowledge and review all nominations. The committee will select nominees to be interviewed. Expenses such as travel, hotel, food and incidentals incurred by the candidates in meeting with the Committee will be at NMDP expense.
5. The Board Development Committee shall make their recommendations to the board for election in accordance with the NMDP Bylaws.