Credit Union Department

Director Application and Agreement to Serve

Credit Union ____

Applicant's Name: ____
Last **First** **Middle**

Home Address ____
Street **City** **State** **Zip Code**

Phone (________) ______________________ **(________)** ______________________
Residence **Business**

Current Employer: ______________________ **Position:** ______________________

Type of Business: ______________________ **Date of Employment:** ______________________

List any other positions, directorates, or offices held in the past five (5) years:

Date	Position	Organization

Educational Background: High School graduate? ☐ Yes **College graduate?** ☐ Yes

School and major field of study: ____

List any other relevant training or educational accomplishments:

List any membership(s) in professional societies and associations:

List all financial institutions of which you have been or are currently an official, employee, director, or committee member and include dates.

Estimated number of hours you will be able to donate as a volunteer each month ________________________________

H

The following questions address the minimum qualification requirements of Commission Rule 91.501(b):

1) **Have you ever been denied fidelity bond coverage, had bond coverage cancelled or revoked, or been notified that you are not eligible to obtain bond coverage?**	☐ Yes	☐ No
2) **Have you ever had a judgment issued against you in a civil action based upon grounds of fraud, deceit or misrepresentation?**	☐ Yes	☐ No
3) **Have you ever caused this credit union to suffer a financial loss?**	☐ Yes	☐ No
4) **Have you ever been removed from office by any regulatory or governmental agency while acting as an officer, agent, employee, consultant, or representative of any financial institution?**	☐ Yes	☐ No
5) **Have you ever been personally subject to an operating directive for cause while serving as an officer, director, or senior executive management personnel of any financial institution?**	☐ Yes	☐ No
6) **Have you ever caused or participated in an activity that resulted in the suspension or revocation of a financial institution's certificate of incorporation, or authority or license to do business?**	☐ Yes	☐ No
7) **Have you ever been convicted of any criminal offense involving dishonesty or a breach of trust?**	☐ Yes	☐ No
8) **Are there any legal or administrative proceedings pending against you?**	☐ Yes	☐ No

If you answered "yes" to any of the preceding questions, please attach a separate sheet that provides additional information regarding the circumstances.

To facilitate the process of obtaining a background check, please provide the following information:

- **Date of Birth** ______________________ **Place of Birth** _____________________________
- **Any other names you have used** ____
- **Previous addresses during the past 5 years** ____

Certification and Agreement to Serve

I certify that the information provided on this form is true and correct. If elected or appointed to office, I pledge to carry out my duties and responsibilities commensurate with said office(s) as promulgated by the Texas Finance Code and bylaws of this credit union. I authorize the credit union to obtain a credit report and other information necessary to complete a background check.

______________________________ ______________________

Signature **Date**

Texas Bridge Credit Union
Applicant's Questionnaire

Would you be able to take time from your present job for training or special situations?
____Yes ____No

How much notice do you need to attend a meeting? ___________________________

Are you willing to sign a statement of confidentiality concerning credit union matters?
____Yes ____No

Are you willing to sign an ethics statement? ____Yes ____No

Would you be willing to complete a formalized home study program for directors?
____Yes ____No

If you were nominated and then elected, what three (3) goals would you like the credit union to achieve during your term as a director?
____
____
____
____
____
____
____
____
____
____
____

If you are not selected as a director would you be willing to serve on a board appointed regular or special committee of the credit union? ____Yes ____No

Please indicate what products/services you utilize at the credit union (select all appropriate categories):

Share ☐ Share Draft ☐ MasterCard ☐ Loan ☐ Certificates ☐

IRA ☐ Money Market ☐ Club Accounts ☐ Debit MasterCard ☐

E-Services: Online/Mobile Banking ☐ Bill Pay ☐ E-Statements ☐

Remote Deposit Capture ☐

TEXAS BRIDGE CREDIT UNION JOB DESCRIPTION

<u>Job Title</u>: Board of Director

<u>Normal Duties</u>:

In addition to the duties customarily performed by board of directors, the board of directors shall perform the following special duties and all other duties enumerated in the bylaws, in the laws of the State of Texas pertaining to credit unions, and in the commission rules, including:

(a) **To direct the affairs of the credit union in accordance with the Texas Credit Union Act, commission rules, articles of incorporation, the bylaws, and sound business practices.**

(b) **To assure formulation and adoption of written policy statements that will ensure conformity with the Texas Credit Union Act and commission rules for the following:**

(1) **The field of membership,**
(2) **Lending,**
(3) **Deposit accounts,**
(4) **Investments,**
(5) **Internal control and audit procedures,**
(6) **Employee policies,**
(7) **Any other matter for which a written policy is required by law, commission rule, the bylaws or sound internal control practices.**

(c) **To provide general direction and governance of credit union affairs, as distinct from operational management of the credit union, so that the board can assure itself through knowledgeable and responsible inquiry that the credit union's operating management has performed satisfactorily. The directors must direct and monitor the affairs of the credit union without being involved in everyday managerial activities.**

(d) **To monitor and evaluate the credit union's performance and financial condition, including the credit union's estimated solvency ratio, and to assure that a timely, adequate reporting and information system keeps directors knowledgeable at all times.**

(e) **Purchase from a surety company authorized to do business in this state a blanket surety or security bond in accordance with the Texas Credit Union Act and commission rules.**

(f) **Determine the rate(s) of interest on loans, and the rate(s) of interest refunds, if any, to be paid to borrowing members subject to the limitations of the Texas Credit Union Act.**

(g) **Declare dividends and interest refunds in the way and manner as provided by the bylaws, and commission rules.**

(h) **Determine the rate(s) of interest paid on deposits.**

(i) **Determine the limits on shares and deposits, which may be owned by a member.**

(j) **Authorize the conveyance of property.**

(k) **Designate a depository or depositories for the funds of this credit union.**

(l) **Authorize and provide for a comprehensive audit, including a controlled verification of members' accounts at least once each year in accordance with the Texas Credit Union Act and rules of the Credit Union Commission.**

(m) **Supervise the collection of loans to members in accordance with written board policy, authorize the charge-off of uncollectible loans when necessary, and authorize the establishment and maintenance of reserves in addition to those required.**

(n) **Authorize the borrowing or lending of money to carry on the functions of this credit union as**

prescribed by the Texas Credit Union Act.

(o) **Set the date of the annual meeting of the members.**

(p) **The board may take all necessary or appropriate measures for the interest of the credit union members, including appointing any committees deemed necessary, not within the exclusive jurisdiction of the general membership meeting and not inconsistent with the laws of the State of Texas and the bylaws.**

Authority:

The board of directors may delegate to others, including the President/CEO, other officers or committees, the performance of all duties; including the authority to further delegate these duties; provided, however, the board in delegating such duties ---"is not relieved from the responsibility for the performance of such duties". All such delegations must be recorded in the minutes of the board and include: (1) the person or persons authorized to exercise the delegated powers; and (2) appropriate guidelines and limitations for the exercise of such delegated powers.

Accountability:

-To the membership of the credit union
-To Texas Credit Union Department
-To National Credit Union Administration/National Credit Union Share Insurance Fund
-To Independent Auditors
-Any other regulatory agency (Federal/State)