

**London Downtown Business Association**  
**Board of Directors**  
**Call for Expressions of Interest & Application**  
**Term: 2027–2030**

Downtown London is the heart of our city and, over the past few years, has been building momentum through meaningful investment and positive change. With major city-building initiatives underway, this is a pivotal moment to help shape the future of downtown.

**What to Expect as a Board Member**

Board members serve in a governance role, providing strategic direction and oversight to support a strong, resilient downtown business community.

Time commitment typically includes:

- 9 Monthly Board meetings (1 hour) (Jan, Feb, Apr, May, Jun, Sep, Oct, Nov, Dec)
- Participation on one or more committees or task forces (4-6 meetings/year for 1 hour)
- Attendance at key organizational events, including the Annual General Meeting
- Preparation time for meetings and materials

Board members are expected to attend all Board meetings whenever possible. In accordance with the LDBA By-laws, a Board member who misses three consecutive Board meetings may be asked to resign from the Board.

Board members are expected to act in the best interest of the organization, support collective decisions, and serve as ambassadors for Downtown London.

**About the LDBA Board of Management**

The LDBA Board of Management is composed of twelve (12) elected members and one (1) City of London Councillor. Board appointments align with the municipal election cycle, with the upcoming term running from 2027 to 2030.

While twelve (12) Board positions are elected for each term, vacancies can occur during the four-year term due to changes in business ownership, relocation, retirement, or other circumstances. To support continuity of governance, the Board Selection Task Force may identify three to four additional qualified candidates from the application process who may be considered should a vacancy arise during the term.

The Board is a governance body operating under Robert's Rules of Order and is governed by Ontario's Municipal Act.

Board members work closely with staff to provide strategic direction, policy oversight, and leadership in support of a thriving downtown business community.

## Why Serve on the Board?

Serving on the LDBA Board is an opportunity to:

1. Contribute to the long-term success of Downtown London
2. Support city-building initiatives that benefit businesses, residents, and visitors
3. Provide strategic leadership during a period of change and growth
4. Represent the diverse voices, sectors, and neighbourhoods within the BIA
5. Help build the critical mass needed for downtown to thrive

Board members are expected to act as ambassadors for Downtown London and to support the organization's strategic priorities, including:

- Member engagement and retention
- Advocacy on behalf of downtown businesses
- Placemaking and public-realm initiatives

The Board will help guide the implementation of the 2027-2030 Strategic Plan, responding to evolving business needs, economic conditions, and major city-building initiatives.

## Who Should Apply

Candidates are members of the London Downtown Business Association (commercial property owners or tenants) who bring a collaborative mindset, leadership experience, and a commitment to the long-term success of downtown.

## Equity, Diversity & Accessibility

Downtown London is committed to equity, diversity, inclusion, and barrier-free participation. The nomination process follows the Accessibility for Ontarians with Disabilities Act (AODA), and accommodations are available upon request.

## Selection Process

Applications will be reviewed by the Board Selection Task Force. Shortlisted candidates will be invited to participate in an interview in early September. Recommendations from the Selection Task Force will then be presented in accordance with the Board election process.

## Submission Deadline

Deadline for submission is **Friday, August 14, 2026** to the attention of **Board Selection Task Force**.

Email submissions to: [vicki@downtownlondon.ca](mailto:vicki@downtownlondon.ca)

## Board Application Form (2027–2030)

### Applicant Information

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

Business Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Membership Status

Are you a:

Commercial Property Owner

Commercial Tenant

Business Address within the BIA Boundary: \_\_\_\_\_

### Skills & Experience

What skills and experience would you bring to the Board

Finance / Accounting

Government Relations / Advocacy

Governance

Retail / Entrepreneurship

Strategic Planning

Commercial Real Estate / Property Management

Urban Planning

Legal

Other: \_\_\_\_\_

### Sector Representation

What sector perspective do you represent

Retail / Hospitality

Professional Services

Non-Levy Paying Organization

Educational Institution

Charity / Not-for-Profit

Arts, Culture & Entertainment

Other: \_\_\_\_\_

1. Why are you interested in serving on the LDBA Board of Management, and how do you see yourself contributing to the success of Downtown London?

---

---

---

2. Please describe any previous board, governance, leadership, professional, or community involvement experience (if applicable) and confirm your ability to commit the required time and effort to Board service.

---

---

---

3. What unique perspective, experience, expertise, or community connection would you bring to the Board that may not already be represented?

---

---

---

4. What do you see as the most important priority or challenge facing Downtown London over the next 3-5 years?

---

---

---

4. Board members are expected to work collaboratively and support collective decisions. Please describe a situation where you worked with individuals who had different perspectives to achieve a common goal.

### Supporting Documents

Please attach a current résumé or curriculum vitae with your application.

### Submission Details & Timeline

Applications must be submitted by **Friday August 14, 2026** to the attention of the **Board Selection Task Force**.

**Email submissions to: [Vicki@DowntownLondon.ca](mailto:Vicki@DowntownLondon.ca)**