



## OHIO CITY INCORPORATED BOARD OF TRUSTEES APPLICATION

**Chris Schmitt, Board President**  
**Virginia Benjamin, Governance Committee Chair**  
**Thomas S. McNair, Executive Director**

**March 31, 2023**

OCI is currently seeking candidates to fill five Board of Trustee seats which are up for election on Tuesday May 23rd, 2023. Qualified candidates must submit their applications electronically or via mail on or before April 18th, 2023. Applications can be submitted to Tom McNair at [tmcnair@ohiocity.org](mailto:tmcnair@ohiocity.org).

### OHIO CITY INCORPORATED MISSION:

We lead the development of Ohio City by collaborating to address the needs of a diverse community of engaged people, driving new investments in and preserving the quality of a historic place, and promoting an inviting urban neighborhood for all.

### ELIGIBILITY:

The Ohio City Incorporated Board of Trustees consists of 12 resident-elected seats and 5 to 10 appointed seats for community stakeholders. Resident-elected trustees must be residents of the Ohio City neighborhood and a member of Ohio City Incorporated on or before submitting your application.

If you are not a member, visit [ohiocity.org/membership](http://ohiocity.org/membership) to submit a membership application. To confirm membership, contact Lisa Raber at [lraber@ohiocity.org](mailto:lraber@ohiocity.org) or (216) 781-, ext 100.

In order to be considered a candidate, a signed copy of the *Ohio City Incorporated Board Expectations* document must be submitted with this application. *Applications are due no later than April 18, 2023 by 12:00 p.m.*

Please contact our office by phone or in person or visit [ohiocity.org/board](http://ohiocity.org/board) to review the statement of expectations and commitments.

***I understand that as a member of the Board of Trustees for Ohio City Incorporated, I will be held accountable to the expectations of this position on an annual basis.***

**I agree to the expectations and will comply with the requirements.**

**I cannot meet these expectations.**

Signature

Robert (Bob) Biggar III

Print

4/18/23

Date

### APPLICATION CHECKLIST:

Please ensure the following items below are included with your application. Personal information including address, email, and phone number will not be shared. The rest of your application will be posted on the Ohio City Incorporated website and at relevant candidate events.

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Part 1: Candidate Information               | <input checked="" type="checkbox"/> Application Signed & Dated                                 |
| <input checked="" type="checkbox"/> Part 2: Experience & Professional Expertise | <input checked="" type="checkbox"/> Signed Ohio City Incorporated Board Expectations Document* |
| <input checked="" type="checkbox"/> Part 3: Personal Statement                  |  |

\*Available online at [ohiocity.org/board](http://ohiocity.org/board)

# OHIO CITY INCORPORATED BOARD OF TRUSTEES APPLICATION

## PART 1 : CANDIDATE INFORMATION

Please fill out the contact information below. Personal information including address, email, and phone number will not be shared.

|   |                         |  |  |               |             |
|---|-------------------------|--|--|---------------|-------------|
| <b>Name:</b>                              | Robert (Bob) Biggar III |  |  |               |             |
| <b>Address:</b>                           |                         | <b>City:</b>   |  | <b>State:</b> | <b>Zip:</b> |
| <b>Phone:</b>                             |                         | <b>Email:</b>  |  |               |             |
| <b>Ohio City Incorporated Membership:</b> |                         | <input checked="" type="checkbox"/> I am currently a Resident Member in-good-standing<br><input type="checkbox"/> My Resident Membership form is attached to this application. |  |               |             |

## PART 2 : EXPERIENCE & PROFESSIONAL EXPERTISE

Please check the areas in which you have experience and/or professional expertise. Responses to Part 2 will be made available to Ohio City Incorporated membership prior to the election.

|  |   |   |
|--|---|---|
| <input type="checkbox"/> Accounting              | <input checked="" type="checkbox"/> Developer/Builder | <input type="checkbox"/> Human Resources        |
| <input type="checkbox"/> Bilingual               | <input type="checkbox"/> Education                    | <input type="checkbox"/> Legal                  |
| <input type="checkbox"/> Community Activist      | <input checked="" type="checkbox"/> Finance/Lending   | <input checked="" type="checkbox"/> Marketing   |
| <input type="checkbox"/> Community Connections   | <input checked="" type="checkbox"/> Fundraising       | <input type="checkbox"/> Outreach               |
| <input type="checkbox"/> Construction Contractor | <input type="checkbox"/> Grant Writing                | <input checked="" type="checkbox"/> Real Estate |
| <input type="checkbox"/> Design/Architecture     | <input type="checkbox"/> Historic Preservation        | <input type="checkbox"/> Strategic Planning     |

## PART 3 : PERSONAL STATEMENT

Please answer the following questions & attach with your application. Limit 1 page, single-spaced. Responses to Part 3 will be made available to Ohio City Incorporated membership prior to the election.

- 1) Why do you wish to serve on the Ohio City Incorporated Board of Trustees?
- 2) In what ways do you feel your strengths, knowledge, skills, and experience will help Ohio City Incorporated further it's mission?
- 3) Describe your involvement in Ohio City and/or non-Ohio City neighborhood organizations. Include Ohio City Incorporated sponsored committees, projects, or block clubs if applicable.

## APPLICANT SIGNATURE

This application was completed to the best of my knowledge and in good faith:



Robert (Bob) Biggar III

Signature

Print

Date

**FORMS CAN BE SUBMITTED VIA MAIL OR E-MAIL TO:**

**Ohio City Incorporated**  
**ATTN. OCI Governance Committee**  
 3308 Lorain Avenue  
 Cleveland, OH 44113

**Virginia Benjamin, Governance Committee** : gigbenjamin@gmail.com  
**Tom McNair, Executive Director** : tmcnair@ohiocity.org





## 2023 BOARD OF TRUSTEES STATEMENT OF EXPECTATIONS AND COMMITMENT

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The following responsibilities are specific to Ohio City Incorporated (OCI) and are articulated for the purpose of complementing or clarifying certain expectations for the traditional governing responsibilities of Board of Trustees.

By signing this form, you are acknowledging that you have read the statement and understand the expectations and commitment being asked of you as a member of the Board of Trustees.

- 1) Commit to the mission and goals of OCI, as stated in the bylaws, strategic plan or other initiatives agreed upon by the Board.
- 2) Attend meetings of the Board of Trustees: Up to TWELVE (12) meetings are scheduled each year. Board members are expected to attend all meetings of the Board during their term. Board members who must miss an occasional meeting are expected to inform the Board President. Chronic absence may lead to removal from the Board.
- 3) Serve on at least one committee and attend committee meetings. Meeting dates and times are established by the chairman of each committee.
- 4) Observe the parliamentary procedures and display courteous conduct in all Board and committee meetings.
- 5) Prepare for meetings by reviewing agenda materials in advance of meetings.
- 6) Contribute your expertise through participation in Board meetings and strategic development of the Board and OCI. As a Board of Trustee, it is your duty to be informed about matters pertaining to OCI and to vote on resolutions affecting the organization. Participation requires active engagement, which includes articulating and responding to alternative viewpoints through effective, respectful communication, and voting on record when resolutions are brought up for Board vote.
- 7) Attend and/or volunteer for OCI sponsored events. Board of Trustees are encouraged to attend as many events as possible, but must attend as a guest or volunteer for at least two major events coordinated by OCI each year. If your attendance as a guest at events requires the purchase of a ticket, the cost of which is either fully or partially tax deductible.
- 8) Make a personal financial contribution to OCI each year, which is then either donated to the Ohio City Improvement Fund or to a separately funded Board-sponsored neighborhood project. A gift of at least \$100.00 is suggested. In-kind gifts will not substitute for the minimum contribution. This amount is not inclusive of any membership dues that the Board may elect to require. The Board contribution and any dues are 100% tax deductible.

- 9) Commit to uphold and comply with fiduciary duties of care, loyalty, compliance, and to maintain accounts as provided under Ohio law.
- 10) Disclose any potential conflict of interest with OCI and possess the ability to make independent decisions, unencumbered by material conflict of interest.
- 11) Refrain from discussing or sharing confidential Board business with non-board members in accordance with our confidentiality policies.
- 12) Be willing to participate in periodic Board of Trustee self-evaluations and annual board evaluations, and be open to constructive feedback on performance as a board member.
- 13) Support in a positive manner all actions taken by the Board of Trustees even when in a minority position on such actions. Recognize that decisions of the Board can be made only by a majority vote at a Board meeting and respect the majority decisions of the Board, while retaining the right to seek changes through ethical and constructive channels.
- 14) Exercise authority as a Board of Trustee only when acting in a meeting with the full board or as delegated by the Board.
- 15) Refrain from intruding on administrative and personnel issues that are the responsibility of the Executive Director, except to monitor the results of the organization.
- 16) Represent OCI in a positive and supportive manner at all times.
- 17) Abide by this Statement of Expectations, the Confidentiality Agreement, the Conflict of Interest Agreement, and all other Board operating policies and procedures.

***I understand that as a member of the Board of Trustees for Ohio City Incorporated, I will be held accountable to the expectations above on an annual basis.***

- I agree to the above statements and will comply with the requirements.
- I cannot meet these expectations.

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 Robert (Bob) Biggar III 4/18/23

**Signature** **Print** **Date**

### PART 3 : PERSONAL STATEMENT – ROBERT (BOB) BIGGAR

*Please answer the following questions & attach with your application. Limit 1 page, single-spaced.*

*Responses to Part 3 will be made available to Ohio*

*City Incorporated membership prior to the election.*

- 1) Why do you wish to serve on the Ohio City Incorporated Board of Trustees?

I wish to serve on the Ohio City Incorporated Board of Trustees because I care deeply about our neighborhood and want to see it continue prosper. I believe Ohio City is now and can continue to be one of the best places to live, work and play in all of Cleveland, for all people. I would like to devote my time, expertise and effort to helping Ohio City Incorporated further it's mission of preserving, promoting and developing the Ohio City neighborhood. Ohio City has the potential to drive growth across Cleveland and the region, by being a place so attractive, it brings people to our great city.

- 2) In what ways do you feel your strengths, knowledge, skills, and experience will help Ohio City Incorporated further it's mission?

I feel that my experience working in Banking, Corporate Strategy and Real Estate Brokerage and Development are particularly well-suited to helping Ohio City Incorporated. I have had an intense interest and passion for the neighborhood ever since I moved back to Cleveland after college. I believe I can add perspective to the Board as somebody who can see multiple angles of issues and projects, wearing different hats as a strategist, developer, banker and resident. I also spent time as the General Manager for Church & State, which gave me an even broader neighborhood perspective. I believe Ohio City needs to continue to encourage responsible development in order to welcome the new residents that would like to live in our neighborhood. I believe I can help to ensure that such development is done well, resulting in a neighborhood that is welcoming and fulfilling for all.

- 3) Describe your involvement in Ohio City and/or non-Ohio City neighborhood organizations. Include Ohio City Incorporated sponsored committees, projects, or block clubs if applicable.

I have lived in Ohio City since 2014 and been a part of a few block clubs, currently Franklin-Clinton and previously Irishtown Bend. I have actively tracked projects and goings-on since even before moving to the area. I am active with several local organizations including Urban Squash Cleveland, Urban Community School and St. Patrick's Church. I am a graduate of Cleveland's City Advocate program and have been an owner or manager of several development projects on Columbus Rd, Church Ave and Lorain Ave. My wife and I opened our home on Clinton Ave. to the Ohio City Home tour in order to raise funds for Ohio City Inc. and have donated to OCI.