LOCAL GOVERNMENT
MANAGERS AUSTRALIA
QUEENSLAND INC.

2017/2018
Board of Management Nomination Form

We, the undersigned, hereby nominate *(full name)* .....

of *(address)* …….....

to represent LGMA Queensland members on the Board of Management in the position of *(please tick)*:

☐ President (1 year term)

☐ Director at large (3 year term)

Any two financial Fellows, Ordinary Members or Life Members who have not retired from employment may nominate any other financial Fellow, Ordinary Member or Life Member who has not retired from employment as a candidate for election as President or Director.

.....	…….....	…….....
Name of Proposer	*Signature*	*Date*
.....	…….....	…….....
Name of Seconder	*Signature*	*Date*

ACCEPTANCE OF NOMINATION

I, *(insert full name)* ..... having been duly nominated for the position of *(insert name of office)* ..... accept the nomination and responsibilities entailed in the position.

.....……...	.....	……
Name of Nominee	*Signature*	*Date*

Closing date for nominations is 4.00pm, Friday 28 July 2017 at the office of LGMA Queensland, Level 7, Quay Central, 95 North Quay, Brisbane 4000.

Nominations will only be accepted on the official nomination form. Scanned email nominations will be accepted (addressed to peta@lgmaqld.org.au) and a confirmation of nomination email will be forwarded on receipt. Notice of the nomination will be posted on the LGMA Queensland website. Please note nominations will be considered ineligible if any party, that is the nominee, proposer or seconder, are not eligible* members of LGMA Queensland.

** Eligible members are those Fellows, Ordinary Members or Life Members who have not retired from employment and who have current financial standing with 2017/2018 fees paid.*

Nominations are to be forwarded to:

Peta Irvine
Chief Executive Officer
LGMA Queensland
Level 7, Quay Central
95 North Quay, Brisbane Qld 4000

Profile of Nominee

Please supply a brief overview of your:

- Local government background,
- Involvement in LGMA Queensland activities and
- Your interest in being on the Board of Management.

[This should be no more than 400 words and will be provided to members as part of the ballot process.]

Notes for Nominees for
LGMA Queensland Board of Management
2017/2018

LGMA Queensland is an autonomous body registered under the *Associations Incorporation Act 1981.*

LGMA Queensland is also a member of Local Government Professionals Australia.

The Board of Management in Queensland has the following structure:
- President
- 3 Directors
- 4 Branch Directors

The Board meets at least four times a year with the following as a guide for the coming year:
- November Brisbane
- February Brisbane
- May Brisbane
- August Brisbane

These meetings are currently held overnight with a workshop one afternoon and the formal board meeting the following morning.

In addition, a budget meeting is held via teleconference in June each year and there may be a full day strategy planning meeting held. Apart from attendance at these meetings, it is anticipated that Directors will also attend events in their own regions and the Annual Conference.

LGMA Queensland holds Public Liability Insurance and Professional Indemnity Insurance and Directors and Officers Liability. These insurances are arranged by LG Professionals Australia. This covers the period from March to March each year and is renewed by LGMA National annually.

The financial year operates from 1st July to 30th June.

As a guide, the roles and responsibilities of the Directors in relation to their portfolios and positions on the Board are as follows:

- Attend Board meetings (these are generally two, four-hour meetings held in the afternoon of the first day and morning of the second. They require 3-4 hours preparation time. Plus the budget meeting via teleconference)

- Attend Branch meetings and conferences, including chairing sessions and facilitating workshops

- Liaise with members and provide a conduit between them and the LGMA Queensland Board, including promoting attendance at events and LGMA Queensland activities

- Represent the Board on Committees as requested

- Represent LGMA Queensland in meetings with stakeholders as requested (including attendance at at least one LGAQ Policy Executive Committee meeting)

- Represent the Board at professional development events and training

- Prepare reports for the Board on the respective matters referred to them by the Board and on Branch activities

- Bring to the Board any recommendations from Branch meetings with supporting material for consideration

- Liaise with the Chief Executive Officer on all activities being undertaken in relation to their area of interest and to matters referred by the Board.