

Call for Director Nominations - 2015

About the Living Future Institute of Australia

1. The Living Future Institute of Australia is a public company limited by guarantee, established in 2012 by a passionate founding committee as a visionary hub for restorative programs and action within Australia. The Australian Institute provides training, support, and design initiatives across four innovative international programs: The Living Building Challenge, The Living Community Challenge, Just, and Declare.
2. Currently there are 6 Directors and one Independent Director (listed at: <http://living-future.org.au/about/board-members/>)
3. The LFIA's Constitution provides for not less than 5 and not more than 10 directors.

Overview of the Role and Responsibilities of Directors

1. The directors are responsible for Company's overall strategy and governance
2. The Company and Directors are subject to the provisions of the Corporations Act 2001 and the LFIA's Constitution
3. The Constitution provides that Directors must retire at the second Annual General Meeting after their appointment, but may offer themselves for reappointment.
4. The Directors are not presently remunerated (but may be reimbursed for expenses incurred in performing their duties in accordance with Company policy).
5. It is anticipated that Directors will:
 - sign the Partnership Charter, which defines our code of conduct
 - attend and actively contribute to board meetings (held 6-12 times per year, often by dial-in rather than personal attendance)
 - contribute a minimum of 2 hours per week to LFIA activities
 - contribute to the planning and awareness of LFIA events and training courses
 - assist in the co-ordination and awareness of LFIA events and training courses in their state
 - identify prospective Members and encourage take-up of Membership
 - be a point of contact for Members in their state; and
 - undertake specific tasks as assigned by the Board.

Important information about the nomination of Directors

- Only LFIA Members recorded in the Members' Register as of the date of this Notice are entitled to nominate Directors
- Members making Director nominations must clearly identify the name in which their Membership is held in the Nomination Form (attached).
- Director nominations must be received by the Secretary of the Company at info@living-future.org.au by **4 October 2015** (the Nomination Date). Nominations received will be acknowledged by return email.
- Director Nominees must confirm in writing that they consent to the nomination. This consent must be received by Secretary the Company at info@living-future.org.au by the Nomination Date.
- Together with their Consent, Director Nominees must also provide, not later than the Nomination Date, a profile of their background to be provided to Members (see below). Director Nominees are not obliged to attend the Annual General Meeting.
- Ballot papers, if required (only if the number of nominations exceeds the number of vacant board positions), will be distributed along with the Director profiles.

Process of Appointment

Directors will be appointed by vote at the Annual General Meeting to be held in Sydney NSW, at 4:30pm on Thursday, 12 November. The venue will be confirmed shortly.

Nomination of Director Form

This form, along with your profile, must be received by the LFIA by **4 October 2015**.

NOMINEE INFORMATION

Name		Signature		
Address				
Phone				
Email				
LFIA Member No (if a Member, otherwise 'n/a')				
Other Memberships				
Employment				
Type of organisation	<input type="checkbox"/>	Architecture Firm	<input type="checkbox"/>	Professional Association
	<input type="checkbox"/>	Builder/Construction Company	<input type="checkbox"/>	Real estate or Financial Consultant
	<input type="checkbox"/>	Developer	<input type="checkbox"/>	University or College
	<input type="checkbox"/>	Engineering Firm	<input type="checkbox"/>	Scientists
	<input type="checkbox"/>	Manufacturer	<input type="checkbox"/>	Artists
	<input type="checkbox"/>	Local, State or National Government entity	<input type="checkbox"/>	Other – please nominate

Please note any of the following skills or experience that the Nominee possesses.

<input type="checkbox"/>	Finance, accounting	<input type="checkbox"/>	Management, administration
<input type="checkbox"/>	Grant writing	<input type="checkbox"/>	Nonprofit experience
<input type="checkbox"/>	Fundraising and special events	<input type="checkbox"/>	Teaching experience, research
<input type="checkbox"/>	Advocacy	<input type="checkbox"/>	Contacts, networking

NOMINATORS

Name		Signature	
Address			
Phone			
Email			
LFIA Member No			

Name		Signature	
Address			
Phone			
Email			
LFIA Member No			

Nominee Profile

This form, along with your Nomination Form, must be received by the LFIA by **4 October 2015**.

To be eligible for appointment, Nominees must submit a Nominee Profile, which should be less than 500 words and include:

- A statement of why they wish to be considered for the role of Director of LFIA
- A summary of current business activities
- Short career background
- Whether or not they are a Member of LFIA
- Involvement with LFIA or other industry associations
- Other relevant information to assist Members in assessing the nominee's credentials for directorship
- If a current Director, a summary of their contribution to date.

If you have any questions, just drop us a note at info@living-future.org.au