



# VICTORIAN ABORIGINAL HEALTH SERVICE CO-OPERATIVE LTD.

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**TO ALL VAHS MEMBERS:**

## **Document B: Nomination and Election Procedures for VAHS Directors**

The VAHS Constitution requires the Board to inform members of the number of Directors to be elected at the Annual General Meeting. There are five (5).

The VAHS Constitution requires the Board to inform members of the nomination procedures.

- Candidates must be active members and so must their nominators
- Two (2) nominators must sign the Nomination Form – see Form circulated.
- This Nomination Form must provide the name; age; qualifications and experience of the candidate, as well as the length of any previous service with VAHS or any other co-operative.
- The nominated candidate must sign a written acceptance of nomination – see Form circulated
- All nomination documents must be provided to VAHS at its registered office at least 21 days before the Annual General Meeting.
- The registered office is 186 Nicholson Street, Fitzroy, 3065.
- The nomination documents must be received before close of business on Wednesday, 22<sup>nd</sup> November 2017.
- Details of the name, age, qualifications and experience, and length of any previous service with VAHS or any other co-operative for all validly nominated candidates must be sent out with the Notice of the Annual General Meeting, which must be circulated at least 14 days prior to the date of the Annual General Meeting.
- In addition to providing the above documents, candidates accepting nomination have to provide their completed “Working with Children Check” and with the “National Police Check” – see Forms circulated

The VAHS Constitution requires the Board to inform members of the election procedures.

- Elections are held at the Annual General Meeting as part of ordinary business
- Each active member has one vote in the ballot for Directors.
- The Constitution requires that there be 7 Directors on the Board.
- Employees of VAHS cannot be Directors.
- Retiring Directors are eligible for re-election.
- All persons appointed by the Board as Casual Vacancies must retire at the AGM.
- The Constitution requires a rotation cycle of 4 Directors retiring after the first AGM, then 3 at the next AGM, then back to 4, and so on.
- The Board is authorised by the Constitution to determine the manner of the elections.
- The term of the retiring Directors ends when the AGM closes.
- Results of the ballot are announced at the Annual General Meeting.

Jimi Peters

Chairperson

1<sup>st</sup> November 2017