

## SPRINGVALE LEARNING AND ACTIVITIES CENTRE INC.

### COMMITTEE OF MANAGEMENT – CALL FOR NOMINATIONS 20\_ - 20\_

*Full financial members of Springvale Learning and Activities Centre Inc. are invited to nominate for election to the Committee of Management in accordance with the Centre's Rules. Properly completed nomination from and nominee's declaration forms must be lodged with the Secretary no less than 7 days prior to the Annual General Meeting.*

**The Centre's Annual General Meeting will be held on \_\_\_\_\_**

#### NOMINATION FORM for ELECTION to COMMITTEE of MANAGEMENT

I, \_\_\_\_\_ (full name), being a full financial member of Springvale Learning and Activities Centre in 20\_-20\_ financial year, wish to nominate

\_\_\_\_\_ (full name of the nominee), who is a full financial member of Springvale Learning and Activities Centre in 20\_-20\_ financial year, for the election to the position of (tick the relevant position, one only):

- President**
- Vice-president**
- Treasurer**
- Secretary**
- Committee member**

**Nominator's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

This nomination is seconded by \_\_\_\_\_ (full name), a full financial member of Springvale Learning and Activities Centre in 20\_-20\_ financial year.

**Seconder's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

#### NOMINEE'S CONSENT

I \_\_\_\_\_ (full name)

being a full financial member of Springvale Learning and Activities Centre hereby consent to being nominated for election to Committee of Springvale Learning and Activities Centre for the above position. I have signed and enclose the Nominee's Declaration form.

**Nominee's signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Please, return the completed and signed form addressed to The Secretary by e-mail: [manager@springvalelac.org.au](mailto:manager@springvalelac.org.au), post to **PO BOX 277, Springvale VIC 3171** or **hand it in in person at reception** when visiting the Centre.

### NOMINEE'S DECLARATION

I, \_\_\_\_\_ (full name) understand that in case of my successful election I will be bound by the Rules of Springvale Learning and Activities Centre and declare that:

- I am over 18 years of age
- I have a cleared Police Check Issued in \_\_\_\_\_ (year)

**OR**

- I agree to undergo National Police Check within one month of being elected.
- I have not been disqualified from:
  - a) managing a corporation under the Corporations Act 2001 (Cth);
  - or
  - b) being a responsible person by the ACNC Commissioner, within the previous 12 months.

I give my consent to the Secretary to perform the required checks in relation to the above.

I will uphold my Duty of care and diligence and Duty of good faith and proper purpose, namely:

I will make judgements in good faith, for a proper purpose and in the best interests of Springvale Learning and Activities Centre Inc.;

I will inform myself about the subject matter of the judgment to the best of my ability,

I will declare any actual or perceived conflict of interest in relation to any matter;

I will not make improper use of information acquired by virtue of holding my position on the Committee of Management to gain an advantage for myself or any other person, or cause detriment to Springvale Learning and Activities Centre Inc.

I will not engage in oppressive conduct, i.e. unfairly prejudicial or discriminatory against any member of the Committee of Management or the organisation; or contrary to the interests of the Centre as a whole. This will also include refusing or failing to take action.

**NOMINEE'S  
SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_