



2022 AGM and Committee Elections Frequently asked questions

Who is the ideal Nominee?

The Landcare Victoria Inc. Rules do not establish any specific qualifications for Board members, other than the requirement to represent their region or Professional Landcarers. However it is important that the Board collectively has all the skills and knowledge required to oversee the business of the Association. Some of the important areas include:

- a strong knowledge of community landcare in Victoria and networks in the landcare community
- knowledge of public policy as it relates to landcare
- business acumen and networks that can contribute to the success of Landcare Victoria Inc.
- fundraising
- insurance
- financial management
- legal knowledge
- environmental management and planning
- agriculture policy and practice
- climate and ecosystem services
- communications and marketing

Landcare Victoria members with knowledge and skills in one or more of these areas will be able to make a positive contribution to the work of the Board.

How do vacancies arise?

Landcare Victoria Inc. staggers its elections so that there is a mix of new and experienced people on the Landcare Victoria Inc. Board to promote good decision-making and succession.

At the 2022 AGM, vacancies in four regions: Corangamite, East Gippsland, Goulburn Broken and Mallee, arise because of the normal three-year election cycle.

Vacancies in the Port Phillip & Westernport and West Gippsland regions arise because of the resignation of previously elected members.

One of the two Professional Landcarer roles is vacant because the incumbent director was appointed during 2021 to fill a casual vacancy until the following AGM. Members interested in serving as Landcare Victoria Inc. Board members are always welcome to alert the Chair of their interest in future vacancies.

Who should initiate a nomination?

Nominations may be initiated by the candidate or they may be nominated by someone else. Either way, candidates must agree to their nomination and be nominated and seconded by two voting delegates via the nomination form. It is important that signatures of the candidate, nominator and seconder are secured before lodging a nomination. It is improper practice to involve Landcare Victoria staff in the process of securing these signatures.

When do nominations close?

Properly completed nominations must be submitted to Landcare Victoria by **5pm, Friday 8 April 2022.**

How are elections conducted?

If more than one properly completed nomination is received prior to the deadline, an online ballot of Member Groups in the relevant region, or the Professional Landcarers (as relevant), will be conducted.

If only one properly made nomination is received, that candidate will be declared elected.

If no nominations are received in advance of the deadline, nominations will be invited from the floor at the AGM. Late nominations received after the nominations deadline but before the AGM will be treated as if they are nominations from the floor.

In the event that nobody nominates to fill a vacancy, the Board may co-opt a suitably qualified candidate to fill the vacancy until the following AGM.

What are the roles and responsibilities of Board members?

Landcare Victoria Inc. is incorporated under the Victoria Associations Incorporation Reform Act 2012. The Act defines the duties of office holders in Division 3. These are summarised [here](#). Additional roles and duties, specific to Landcare Victoria are defined in the association rules.

What time commitment is expected of Landcare Victoria Board members?

The Landcare Victoria Inc. Board normally meets quarterly. During 2021, most meetings were held online but the Board will aim to meet face to face in future, often in regional locations. Quarterly meetings usually take at least half a day. Meeting pre-reading might require another hour or two.

Most Board members participate in sub-committees. These also meet quarterly, in coordination with full Board meetings. Sub-committee meetings are usually online and last for a couple of hours.

Occasional ad-hoc requests might be made of Board members, for example representing Landcare Victoria at regional meetings and events.

Are Landcare Victoria Board members paid?

Board members are volunteers. Office Bearers are entitled to a \$500 annual honorarium. Out of pocket expenses associated with Board business are reimbursed on request.

Who elects the Chairperson?

Under Landcare Victoria Inc. Rules, the Chairperson is elected by the other members of the Board, immediately following the AGM. The same is true for other office bearers.

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