



LANDCARE VICTORIA Inc. (LVI)

2021 AGM and Committee Elections

Frequently Asked Questions

Q. Who is the ideal Nominee?

A. 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 LVI;
- fund raising;
- insurance;
- financial management;
- legal knowledge;
- environmental management and planning
- agriculture policy and practice;
- climate and ecosystem services; and
- 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.

Q. How do vacancies arise?

A: Landcare Victoria Inc. staggers its elections so that there is a mix of new and experienced people on the LVI Board to promote good decision-making and succession. At the 2021 AGM, vacancies in three regions: Wimmera, Port Phillip and Westernport and North Central, arise because of the normal three year election cycle. The Glenelg Hopkins vacancy arises because the position was filled as an extraordinary vacancy that arose after the AGM last year. Members interested in serving as LVI Board members are always welcome to alert the Chair of their interest in future vacancies.

Q: Who should initiate a nomination?

A: 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.

Q. When do nominations close?

Properly completed nominations must be submitted to Landcare Victoria by 5pm, 23rd April 2021.

Q. How are elections conducted?

If more than one properly completed nomination is received prior to the deadline, a postal ballot of members 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: <https://www.consumer.vic.gov.au/clubs-and-fundraising/incorporated-associations/running-an-incorporated-association/secretary-committee-and-office-holders/committee-and-committee-members>. Additional roles and duties, specific to Landcare Victoria are defined in the association rules.

Q. What time commitment is expected of Landcare Victoria Board members?

The LVI Board normally meets monthly. During 2020, most meetings were held via Zoom and it is expected that this practice will continue for a proportion of meetings in future. Zoom meetings normally take place over 2-3 hours. Meeting pre-reading might require another hour or two. Face to face meetings often involve some sort of planning or similar activity and will typically take a full day. Most Board members participate in sub-committees. These meet less frequently, usually via Zoom 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.

Q. Are Landcare Victoria Board members paid?

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

Who elects the Chairperson?

Under LVI rules, the Chairperson is elected by the other members of the Board, immediately following the AGM. The same is true for other office bearers.