



**CALL FOR NOMINATIONS for  
BOARD ELECTIONS  
And  
ADVANCE NOTICE OF ANNUAL GENERAL MEETING**

**Nominations Due Date November 7<sup>th</sup>, 2022**

**Virtual AGM and Elections November 22<sup>nd</sup>, 2022**

The election for vacated GLEPHA Board positions will take place virtually during the GLEPHA Annual General Meeting, on November 22<sup>nd</sup>, 2022. The Notice of Annual General Meeting (AGM) will be sent to all active GLEPHA members in late October, 2022.

**Call for Nominations:**

This notice is a call for nominations for the following GLEPHA Board positions:

- President
- Secretary
- Treasurer
- 2 Ordinary Board Members

**\*\* Nominations will close at 5:00 PM (UTC-GMT) November 7<sup>th</sup>, 2022.**

### **Eligibility for Board Position:**

A person is entitled to stand for election if they are a financial member (a member whose dues are fully paid up) or the nominated person from an institutional member; more than 10 business days have passed since they became a member of the Association, and; the member's membership rights are not suspended for any reason.

Duties of a board member are included below for the information of anyone considering standing for election to the board.

Also attached are the *Nomination Form for Board Position* and the *Nominee Biography for Position on GLEPHA Board* forms.

Any member nominating a GLEPHA member for a board position, including those who self-nominate, is required to complete the Nomination form, and, any member standing for election will need to complete the Nomination Biography form. All forms must be submitted to our Returning Officer, Melissa Jardine, by email to: [melissa.jardine@gmail.com](mailto:melissa.jardine@gmail.com) by the deadline.

The candidate biography forms of all the candidates will be uploaded to the GLEPHA website in advance of the election.

The election will take place during the AGM by electronic ballot cast by members attending, or by Proxy forms which have been received by the GLEPHA executive in advance. Further details will be provided in the Notice of Annual General Meeting, which will be sent to all members near the end of October.

### **QUESTIONS and CONTACT:**

Should a member have any questions regarding board member duties, nominations, or elections at the annual general meeting, contact Richard Bent, President, at [rcbent@sfu.ca](mailto:rcbent@sfu.ca), or Bill Stronach, Secretary/Treasurer, at [Bill.Stronach@hotmail.com](mailto:Bill.Stronach@hotmail.com).

## ***Election of Vacant Board of Directors Positions – Explanatory Notes***

The Board consists of—

- (a) a President; and
- (b) a Vice-President; and
- (c) a Secretary; and
- (d) a Treasurer; and
- (e) not more than 5 ordinary members.

As the GLEPHA is incorporated in Australia, the position of Secretary must be held by a person residing in Australia. The positions of Secretary and Treasurer may be held by the same person, and may be combined for upcoming two-year term.

Election of Board positions is for a two-year period, therefore, to comply with the Constitution of the GLEPHA, an election of approximately half the board members occurs every year.

### **The following positions will be vacated and an election held at the 2022 Annual General Meeting:**

- 1. President**
- 2. Secretary**
- 3. Treasurer**
- 4. 2 Ordinary Members**

As the Annual General Meeting will held virtually all nominations must be submitted by email to the Secretary/Treasurer prior to the submission deadline.

#### *Nominations*

An eligible member of the Association may—

- (a) nominate himself or herself; or
- (b) with the member's consent, be nominated by another member.

Nominees are required to provide a photo and brief bio (3 paragraphs) describing their experience and likely contribution to the board.

The Biographies of all nominees will be uploaded to the GLEPHA website in advance of the AGM in order to inform voting members.

## **Duties of Board Members (Section 45 of the GLEPHA Constitution)**

- (1) As soon as practicable after being elected or appointed to the Board, each board member must become familiar with these Rules and the Act.
- (2) The Board is collectively responsible for ensuring that the Association complies with the Act and that individual members of the Board comply with these Rules.
- (3) Board members must exercise their powers and discharge their duties with reasonable care and diligence.
- (4) Board members must exercise their powers and discharge their duties—
  - (a) in good faith in the best interests of the Association; and
  - (b) for a proper purpose.
- (5) Board members and former board members must not make improper use of—
  - (a) their position; or
  - (b) information acquired by virtue of holding their position—  
so as to gain an advantage for themselves or any other person or to cause detriment to the Association.

### **Note**

See also Division 3 of Part 6 of the Act which sets out the general duties of the office holders of an incorporated association.

- (6) In addition to any duties imposed by these Rules, a board member must perform any other duties imposed from time to time by resolution at a general meeting.



## **NOMINATION FORM for BOARD POSITION**

A nominee must be a financial member of the GLEPHA Inc in order to be considered for a board position. A member may also self-nominate. A nominator nominating another member must also be a financial member of GLEPHA Inc.

As a financial Voting Member of GLEPHA Inc. I hereby nominate or self-nominate for appointment as a member of the Board of the GLEPHA Inc., for the position of President, Secretary, Treasurer or Ordinary member.

\*Please circle or highlight the respective position

**Name of NOMINEE:**

\_\_\_\_\_

E-mail address: \_\_\_\_\_

**Name of NOMINATOR:**

\_\_\_\_\_

E-mail address: \_\_\_\_\_

**Signature of Nominator:**

\_\_\_\_\_ Date: \_\_\_\_\_

**IMPORTANT:** Please provide a photo and brief bio (3 paras) describing your relevant experience and likely contribution to the board with this nomination form. This will be posted on the GLEPHA website.

**PLEASE NOTE:**

**Nominations close at 5.00 PM GMT – UTC on NOVEMBER 7<sup>TH</sup>, 2022**

**Email Nominations to:** Melissa Jardine, Returning Officer at Email:

[melissa.jardine@gmail.com](mailto:melissa.jardine@gmail.com)

## NOMINEE BIOGRAPHY FOR POSITION ON GLEPHA BOARD

**BOARD POSITION NOMINATED FOR:** \_\_\_\_\_

**NAME:** \_\_\_\_\_

### **CANDIDATE STATEMENT (350 WORDS MAX)**

Please compose your candidate statement, which **WILL** be included on the online election ballot and may be shared with the membership in any communicate about the board election. When writing your statement, please be sure to answer the following:

1. Are you or have you already been involved in the GLEPHA? If so, please describe.
2. What leadership, governance or board/committee experience/skills/expertise would you contribute to the board?
3. What do you think should be GLEPHA's top 3 priorities and why?
4. Other relevant information