



Nomination for The Compassionate Friends QLD Board of Management for 2024/25

Annual General Meeting will be held on Monday September 23rd, 2024, at 6:30pm.

I wish to nominate for a position on The Compassionate Friend Queensland (TCFQ) Board of Management (the Board) for the coming year.

| | | |
|------------|--|----------------------|
| Name: | | DOB: ____/____/____ |
| Address: | | |
| Email: | | Phone: |
| Signature: | | Date: ____/____/____ |

I am a current financial member and would like to nominate for the TCFQ Board in the position of:

- President (available)
- Vice-President (available)
- Secretary (available)
- Treasurer (available)
- General Member (3 positions available)

Proposed by: (must be a current financial member – can be the nominee)

| | | |
|------------|--|----------------------|
| Name: | | |
| Address: | | |
| Email: | | Phone: |
| Signature: | | Date: ____/____/____ |

Seconded by: (must be a current financial member – can be in same membership as the nominee)

| | | |
|------------|--|----------------------|
| Name: | | |
| Address: | | |
| Email: | | Phone: |
| Signature: | | Date: ____/____/____ |

Please ensure you include the below with your nomination:

- a completed and signed nomination form
- a completed and signed consent to act form
- for new nominees - a recent photograph (no sunglasses please)

All nominations must be received by the Returns Officer via email to secretary@tcfqld.org.au or posted to Shop 4/970 Logan Road, Holland Park QLD 4121, no later than 5pm Friday September 20th, 2024.



Consent to Act as a member of the TCFQ Board

If successfully voted into a position on the TCFQ Board, I (name and signature below), accept the role and agree to carry out the duties and responsibilities of a member of the Board as summarised below (please sign to confirm your understanding and acceptance).

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| I will listen to other Board Members and work as part of a team with collective responsibility for TCFQ. |
| I will assist in the development and implementation of the long-term goals and objectives of TCFQ. |
| I will attend all scheduled and extraordinary meetings of the Board. If unable to attend a meeting I will give the maximum notice possible. |
| I will participate and contribute constructively in Board meetings. |
| I will keep myself informed about TCFQ's purpose and business and will act in the best interests of TCFQ. |
| I will act only as a spokesperson for TCFQ when requested by the Board. |
| I will act with reasonable care and diligence in my duties as a member of the Board. |
| I will act honestly and fairly in the best interests of TCFQ and for its charitable purposes. |
| I will not misuse my position or information I gain as a member of the Board. All information involving members, shared in meetings or conversations shall be kept strictly confidential and not made public. |
| I will disclose any interests I hold that may conflict with my duties as a member of the Board. |
| I will ensure that the financial affairs of TCFQ are managed responsibly and will keep myself informed of TCFQ's financial position and be familiar with its financial statements. |
| I will abide by the TCFQ Constitution and am aware that I can be requested to stand down if I fail to attend meetings, and/or behave in a manner contrary to the rules and/or ethos of TCFQ |
| In the event I resign, I agree to give 1 months' notice in writing to the Secretary of the Board. |
| I agree to accept the decisions reached by the Board by majority vote and will support them in my words and actions. |
| I consent to my photograph and name being uploaded to the website to be displayed as a current member of the Board. |
| I will remain a financial member of TCFQ during my term as a member of the Board. |

Name: _____

Signature: _____

Date: ____/____/____