## Procedure for appointment of Board members

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| **Version:** 001 |
| **Date approved:** |
| **Date of review:** |
| **Authority to amend: Manager** |
| **Related documents**  *Associations Incorporation Act 2015*  *ACNC Governance Standards*  *ABCD Rules of Association*  *Board Membership Policy* |

1. Election of Board members will be carried out as per the ABCD Rules of Association.
2. Nomination for membership to the Board of Management must be on the prescribed form and include a statement of support by another member of the Association.
3. Nominees are required to sign a declaration confirming their eligibility for Board membership.
4. All nominees will be checked by the Manager against the ASIC Disqualified Persons Register and ACNC Register of Disqualified Persons prior to any selection process being undertaken.
5. Nominations should be received prior to the Annual General Meeting (AGM). If an excess of nominations are received, a confidential ballot will be conducted and all members present will be eligible to vote.
6. Each Board of Management member upon appointment will:

* Sign an agreement to act as a Board member and maintain confidentiality.
* Sign the Code of Conduct for Board members.
* Be provided with ABCD governance policies and procedures, including information on eligibility to be a Board member.