

Director Nomination Form

Lodge by: 5pm AEDT, Monday 7th November, 2022

Nominee details

Given Names	Surname	Age bracket
Address		Postcode
Email	Phone	

Experience in the running of ConFest or ConFab, and any other relevant qualifications and experience

Length of any previous service as a director of the Co-operative or with any other co-operative

Details of any commercial involvement over the previous two years with the Co-operative, ConFest and/or ConFab, including but not limited to participation as a stallholder in the ConFest Market or as a contractor or supplier to ConFest and/or ConFab

Directors' and Other Officers' Responsibilities

The following is a list of the main duties of the directors of the Society as referred to in the Rules and the Co-operatives Act 1996. This list is not exhaustive and is only to inform of the main requirements.

1. A Special General Meeting shall be held in each of the following months of the year; February, June, and September.
2. An Annual General Meeting (AGM) of members must be held within 5 months of the close of the financial year i.e. 31st November in order to:
 - a. confirm the minutes of the preceding AGM and any general meetings of members held since, and
 - b. receive the Audited Financial Report
3. The Board must convene a general meeting of the co-operative on the written requisition of the number of active members of the co-operative who together are able to cast at least 10% of the total number of votes able to be cast at a meeting of the co-operative.
4. All General Meetings (1, 2 & 3 above) require at least 14 clear days notice of each general meeting.

5. There shall be a Board of 7 directors and each director must hold at least 5 shares.
6. At each AGM the directors shall retire in rotation of 3 and 4, and those to retire in any year are those who have been longest in office.
7. Every director acting for the Society pursuant to a resolution of the Board shall be deemed to be an agent of the Society.
8. The Board must keep minutes of meetings and all directors present must sign the minute book.
9. The Board must lodge by 31st November a return showing details of the directors and secretary of the current year.
10. The Board must lodge by 30th October a copy of the financial accounts, directors' statement of principal accounting officer, directors' report and auditor's report.
11. The notice of AGM (refer 2 above) must also include a notice that the accounts, statements and reports (refer above) may be inspected by the members at the registered office for a period of at least 14 days before the meeting.
12. (1) A co-operative must keep the following registers in accordance with this section 244. of the Act—
 - (a) a register of members, directors and shares
 - (b) a register of any loans to, securities given by, debentures issued by and deposits received by the co-operative;
 - (c) a register of names of persons who have given loans or deposits to or hold securities or debentures given or issued by the co-operative;
 - (d) a register of any loans made by or guaranteed by the co-operative, and of any securities taken by the co-operative;
 - (e) a register of memberships cancelled under Part 6;

Further information

DTE Rules <https://dte.coop/rules>
 Co-operatives National Law <https://dte.coop/cnl>

Nominee’s Declaration

I am an Active member of the Down to Earth (Victoria) Co-operative Society Ltd and am prepared to serve as a Director. I am not a disqualified person in relation to the co-operative, as defined by clause 181 of the Co-operatives National Law.

Name		Share no.
Signature of nominee		Date

Supporter 1

Supporter 2

Name of active member		Share no.	Name of active member		Share no.
Signature		Date	Signature		Date

Please attach:

- candidate photograph
- policy statement not exceeding 200 words

Scanned nominations may be emailed to info@ax3.com.au (preferred). Otherwise, hard copies may be mailed to or lodged in person at the registered office:

Down to Earth Co-operative, Suite 201, 2 Queen St, Melbourne 3000