

FBI's Committee of Management

What is the Committee of Management?

FBI is an Incorporated Association. That means we have legal and financial obligations under the *Incorporated Associations Act* which are borne by the Committee of Management.

These responsibilities include managing the business on behalf of Members and bearing the risk of secured liabilities should anything happen to the Association.

The Committee of Management is elected by members to set broad business and management policy and to oversee the affairs of the Association. The Committee consists of the following positions;

- office bearers; President, Vice-President, Vice-President - Youth, Secretary and Treasurer
- and 5 ordinary members (including the Programming Adviser).

The Committee has a responsibility to ensure the station meets its licence conditions and operates within the Broadcasting Services Act, however, it has no direct role in the selection of programs, presenters or music.

Which positions are vacant this year?

- Secretary
- Programming Adviser (Ordinary Member)
- Ordinary Member
- Ordinary Member

When and where does the Committee meet?

The Committee meets every six weeks. Meetings usually last about 2 hours. Meetings are held in the offices of FBI at 44-54 Botany Rd, Redfern.

What do Committee members do?

Committee members are required to monitor the financial and operating performance of the station and assist management to apply successful strategies to improve both these aspects of the Association's business. Before each meeting Committee members are provided with the Agenda and associated papers, including financial reports, to read prior to the board meeting. In addition, between board meetings, Committee members are regularly emailed on matters that require a timely response. Committee members are encouraged to take responsibility for additional tasks that match their skills and experience. These may include for instance projects to address fundraising, technology, legal or other challenges that affect the Association.

How is the Committee elected?

Nominations for committee positions are to be delivered to the Managing Director of FBI not less than 14 days prior to the date of the AGM.

If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected. If insufficient nominations are received to fill all vacancies on the Committee, the candidates nominated are taken to be elected and further nominations are to be received at the Annual General Meeting. If insufficient further nominations are received at the AGM, any vacant positions remaining on the Committee are taken to be casual vacancies. The election of nominees is to be conducted at the Annual General Meeting in a proper manner as the Committee may direct.

Position Statements

Nominees may wish to write a statement (up to 250 words) outlining issues to be addressed if elected to the Committee. This information, if received in time, and if an election is required, will be copied and distributed to all attendees at the AGM.

Nomination for FBI Committee of Management 2015

Please note that you will need to complete separate nomination forms if you wish to nominate for more than one position.

I, (full name of proposer)
being a financial member of Free Broadcast Incorporated hereby nominate
..... (name of candidate)
for election as
q Secretary
q Programming Adviser (Ordinary Member)
q Ordinary Member
Signed: Date:

I,(full name of seconder)
being a financial member of Free Broadcast Incorporated hereby second the above nomination.
Signed: Date

I, (name of candidate)
being a financial member of Free Broadcast Incorporated hereby accept the above nomination.
Signed: Date

**This nomination is only valid if delivered to
The Managing Director, FBI, PO Box 1962, Strawberry Hills, NSW, 2012 or clare.h@fbiradio.com
no less than 14 days before the fixed date of the AGM.**