



INDIGENOUS REMOTE
COMMUNICATIONS
ASSOCIATION

BASIC GOVERNANCE FAQS

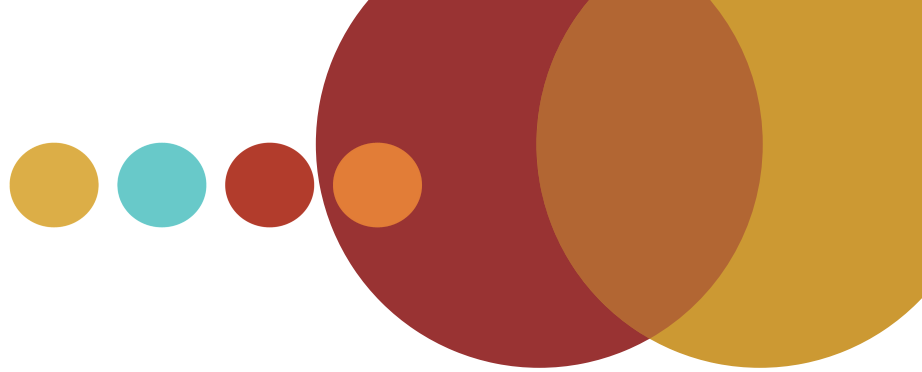


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March 2018

GENERAL MEETINGS AND VOTING



WHO CAN ATTEND GENERAL MEETINGS?

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- Ordinary members (Representatives and staff)
- Associate members
- Affiliate members (after approval by the Chair)

WHO CAN SPEAK AT GENERAL MEETINGS?

02

- Ordinary member Representatives
- Associate members (after approval from the Chair)
- Affiliate members (when called by the Chair)

WHAT IS THE QUORUM AT GENERAL MEETINGS?

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- Where there is less than 30 Ordinary members: the lesser of 5 members or 25% of the total Ordinary Membership.
- For 31 or more Ordinary Members: the lesser of 10 members or 25% of the total Ordinary Membership.
- The number of Ordinary members can be found at www.irca.net.au/about/membership/member-list





WHO CAN VOTE AT GENERAL MEETINGS?

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- Only Ordinary Member Representatives as formally advised to IRCA.
- Ordinary member Representatives are provided with voting cards by the IRCA Public Officer at the relevant meeting.
- Each Ordinary Member Representative has one vote, but may also carry the proxy for up to two other Ordinary Members.


HOW DO I KNOW WHO THE ORDINARY MEMBERS AND THE REPRESENTATIVES ARE?

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- Check out the IRCA Membership List at www.irca.net.au/about/membership/member-list

HOW DO ORDINARY MEMBER REPRESENTATIVES GET TO BE REPRESENTATIVES?

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- Representatives are eligible individuals nominated formally by the Ordinary Member itself at the time of applying to become an IRCA Ordinary Member.
 - IRCA does not have a role in identifying Ordinary Member Representatives, other than ensuring they meet the eligibility requirements under the IRCA Constitution being an Aboriginal and Torres Strait Islander person aged 18 years or over.
 - Ordinary Members may change a Representative through writing to IRCA when there is a need to change the Representative.
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ARE PROXIES ALLOWED AT GENERAL MEETINGS?

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- Yes. Ordinary Members (other than Directors) who are entitled to attend and cast a vote at general meeting may appoint a proxy to attend and vote on their behalf.
- Any proxy appointed may only represent a maximum of 2 other Ordinary Members at a time.
- An Ordinary Member should provide notice, at least 48 hours prior to the general meeting. The notice must specify:
 - The name and address of the Member.
 - The name and position of the proxy.
 - The meeting/s at which the appointment may be used.

BOARD OF DIRECTORS

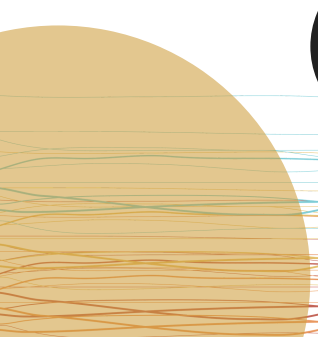
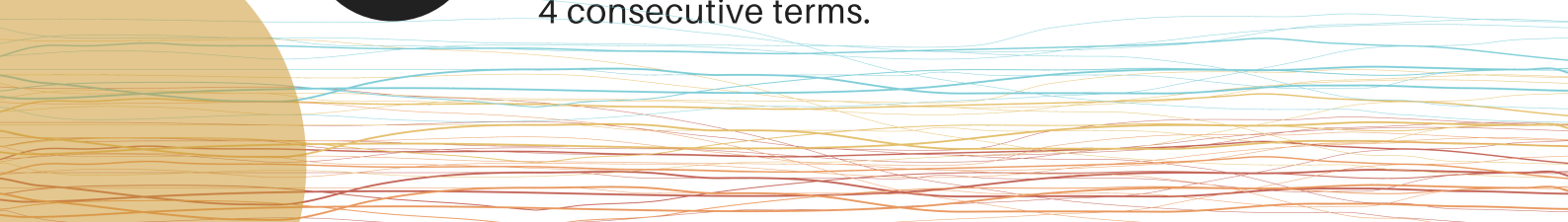
HOW MANY PEOPLE CAN BE ON THE BOARD OF DIRECTORS?

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- Up to 9 elected Directors, with at least 50% from remote members.
- The minimum number of elected Directors is 5.
- An additional 3 Aboriginal and Torres Strait Islander people may be appointed by the Board to provide specialist skills and knowledge.
- All must be eligible Aboriginal and Torres Strait Islander people.

WHAT ARE THE DIRECTORS TERMS OF OFFICE?

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- Directors are appointed on rotation for a term of two years, so that half the Directors' appointments expire each year.
 - Directors are eligible to be reappointed for a maximum of 4 consecutive terms.
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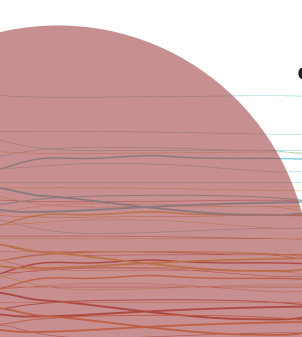
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WHO CAN BE NOMINATED AND ELECTED TO THE BOARD OF DIRECTORS?

- Ordinary Member Representatives and Associate Members (up to 2 members of the Board may be Associate members).
- Ordinary Members do the nominating and voting; Associate Members cannot nominate themselves.
- A nominee to the Board must:
 - Be at least 18 years old.
 - Be an Aboriginal and Torres Strait Islander person.
 - Not be an employee of IRCA.
 - Be an Ordinary Member Representative or an Associate Member.
 - Have the skills and aptitude required to fulfil the position of Director as may be set out in a policy approved at an AGM.
 - Have demonstrated a sound understanding of IRCA and its activities and a commitment to the Objects of this Constitution.
 - Have been an Ordinary Member Representative or Associate Member for a cumulative period of at least one year prior to their nomination as a Director.

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WHAT IS THE NOMINATION PROCESS FOR THE BOARD?

- IRCA invites nominations and seconds from Ordinary Members at least 28 days before a General Meeting at which an election is to be held. Board approved forms are used.
 - Ordinary and Associate members are advised at least 21 days of eligible nominations before a General Meeting at which an election is to be held.
 - The Board of Directors may also appoint a Director from among the Ordinary Members to fulfil a role for a specific meeting or on an ongoing basis. Where this happens the appointment must be confirmed by resolution of members at the next AGM.
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HAVE ANOTHER QUESTION?

- CONTACT IRCA ON
- 08 8952 6465
- KEEP UP TO DATE WITH IRCA
ACTIVITIES AND EVENTS AT
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