



## **COUNTRY MUSIC ASSOCIATION OF AUSTRALIA**

### **2009 OFFICIAL BOARD OF MANAGEMENT NOMINATION PACKAGE**

#### **NOMINATION OF BOARD MEMBERS**

## **1 INTRODUCTION TO THE CMAA**

### **ORGANISATIONAL BACKGROUND**

The Country Music Association of Australia will foster the growth of the Country Music industry in Australia to ensure a long – term, popular and viable industry through the delivery of professionally planned and designed initiatives.

The Country Music Association of Australia is the peak national body growing the demand for and popularity of Australian Country Music both domestically and internationally.

The objects of the Country Music Association of Australia are:

1. To encourage, develop and promote the interests of all professionals in the Australian country music industry;
2. To encourage, develop and promote Australian Country Music to the world;
3. Promote knowledge of, interest in and respect for the heritage of Australian Country Music and the people who create it and perform it;
4. To organise and stage activities that that will contribute to the maintenance and growth of the Australian Country Music Industry in Australia and internationally

### **ORGANISATIONAL GOVERNANCE**

The Country Music Association of Australia (inc.) is an Incorporated Association, governed by the rules of the NSW Incorporations Act of 1984. The Country Music Association of Australia was incorporated in 1992. The Country Music Association of Australia operates under an Articles of Association ratified by the Director General, Department of Fair Trading (NSW).

### **BOARD STRUCTURE / BOARD POSITIONS**

The Board of Management consists of 12 positions

- 9 elected positions from the Professional Membership of the Association
- 2 Board appointed positions for one year terms
- Board appointed position of President and Vice President for a one year terms

The Board internally elects the positions of the Executive (Chairman, Vice Chairman, Treasurer and Secretary) on an annual basis.

### **ROLE OF THE BOARD OF MANAGEMENT**

The Board of Management of the Association has the following responsibilities to ensure effective corporate governance.

- a) Control and manage the affairs of the Association;
- b) Exercise all such functions as may be exercised by the Association under the Incorporations Act of 1984;
- c) Has power to perform all such acts and do all such things as appear to the Board to be necessary or desirable for the proper management of the affairs of the Association.

## **BOARD MEETINGS**

As per the Organisation's Articles of Association, it is a requirement that three meetings per year are held. The Board of Management meets on average every two months. Board meetings are predominantly held in Sydney but locations may vary throughout Australia.

## **CMAA OFFICE**

The Management of the Organisation as per the direction of the Board is the responsibility of the Organisation's office. The office is located in Tamworth, NSW.

## **CMAA TEAM**

The team employed to manage the Organisation consists of:

General Manager: Cheryl Hayes  
Operations Manager: Leanie Renton

## **NOTICE OF ANNUAL GENERAL MEETING**

Financial members of the Association are encouraged to attend the 2009 Annual General Meeting of the Association being held September 1<sup>st</sup>, at the office of APRA, 16 Mountain Street, Ultimo commencing at 11.00am.

## **2. NOMINATION PROCESS**

Professional members of the Country Music Association of Australia are invited to nominate for the Board of Management. There are four positions vacant on the Board for the 2009 election.

## **NOMINATION TIMING**

Nominations are invited and will be received to the Office of the Country Music Association of Australia no later than close of business 31<sup>st</sup> July, 2009.

Nominations will be accepted via the following:  
Mail: CMAA PO Box 298 TAMWORTH NSW 2340  
Fax: 02 6766 7314  
Closing date: Friday, 31<sup>st</sup> July, 2009

## **BOARD ELIGIBILITY**

To be eligible to nominate for the Board of Management, a nominee must be a financial professional member of the CMAA.

## **BOARD TENURE**

### **Three-Year Tenure Process**

Each Board member shall hold a Board term of three years, concluding at the Annual General Meeting in 2012. On expiry of each Board term, Board members may re-elect for the Board.

## **DOCUMENTATION REQUIRED**

Nominees are required to complete official Nomination Form, completing the details on name, company, signature and membership number. This form must be supported by two other current professional members details including name, signature and membership number.

Accompanying this form, it is requested that Nominees provide a 100 word bio on themselves – bios are to be emailed to [@country.com.au](mailto:@country.com.au) marked as Nomination Bio in the Subject line.

## **VOTING PROCESS**

Nominations will be received by the Office of the Country Music Association of Australia until 5pm Friday, 31<sup>st</sup> July, 2009. Voting will be conducted online with the results audited by the Association's Auditor.

Voting will close Friday, 21<sup>st</sup> August 2009

## **IMPORTANT DATES**

Nominations Close – Friday, 31<sup>st</sup> July, 2009

Voting Opens – Wednesday, 5<sup>th</sup> August, 2009

Voting Closes – Monday, 24<sup>th</sup> August, 2009

## **ANNOUNCEMENT**

The announcement of the Board of Management of the Country Music Association of Australia will be announced at the Annual General Meeting of the Association to be held on Tuesday, 1<sup>st</sup> September, 2009 at APRA, 16 Mountain Street, ULTIMO NSW.

Board Nomination Form is on the next page



# BOARD NOMINATION FORM

Please make sure you read the Nomination Package information and complete all detail required on this form.

I, \_\_\_\_\_ representing \_\_\_\_\_  
*your name* *company or organisation if applicable*  
being financial Professional Individual Member #: \_\_\_\_\_ of the Country Music Association of Australia Inc., do hereby nominate for election as a Board Member.

Signed:		Date:	
Note: The nominee's signature is required and demonstrates written consent for nomination.			

Supported by:

Name:		Signature:		M/ship #:	
Name:		Signature:		M/ship #:	
Two current financial Professional Individual Members to sign.					

Note: this Board Nomination Form must be received by:

CMAA  
PO Box 298  
TAMWORTH NSW 2340

or fax to 02 6766 7314

**no later than 5pm Friday, 31st July, 2009.**

Please send bio (max 100 words) to [info@country.com.au](mailto:info@country.com.au) which be displayed with the online voting and also on our website [www.country.com.au](http://www.country.com.au)