

Director Nomination & Declaration Form

Date: 02/03/23

Dear Members,

Nomination for the position of a Director with ICB.

(Nominees must be endorsed by two (2) ICB Members)

We Leanne Berry Member no. 1014 &

Amanda Linton Member no. 308

hereby nominate:

Robert Marshall (the nominee) Member no (if applic) 25

Of Ebiz Solutions WA Pty Ltd
Eaton Western Australia

(Business Name - Suburb & State)

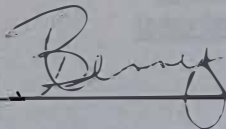
to be considered by the Members for the position of Director of The Institute of Certified Bookkeepers Ltd. (ICB)

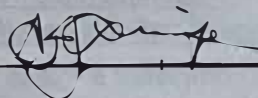
We have read the information provided by the nominee and believe it to be true and correct.

We commend the nominee to the members

Name: Leanne Berry

Name: Amanda Linton

Signature: 

Signature: 

Date: 02/03/23

Date: 02/03/2023

Member Nomination Information

Members nominated for consideration as a Director of The Institute of Certified Bookkeepers Ltd (ICB) are asked to complete and submit the following Declaration:

I Leanne Berry hereby agree to be nominated for consideration by the members to be a Director of ICB and if so elected consent to act in accordance with the obligations as set out in the 'Requirements for ICB Directors' (attached)

I provide the following declarations and information that can be made available to all ICB members.

Nominee Details:

Member No: 25

First Name:

Family Name:

Email:

Mobile Phone number:

Business name:

Address: (Suburb & State – only)

Suitability to be a Director

- I am over 18
- I am eligible in accordance with the requirements of ASIC and the Corporations Act 2001 to be a Director: <https://asic.gov.au/regulatory-resources/financial-reporting-and-audit/directors-and-financial-reporting/https://asic.gov.au/for-business/small-business/starting-a-small-business/#eligible>
- I have completed a Police check – results attached.
<https://www.police.vic.gov.au/national-police-records-checks>

Yes No

 Signed: R MarshallDated: 02/03/23

Director Nomination & Declaration Form (part 2)

Relevant information for consideration of Nominee

(Once approved, the nominee will need to provide a 150 Work paragraph including a black and white passport size photo that will be uploaded to the website as part of the election process)

1. Background, qualifications & experience:

- What is your current employment situation?
(own business / contractor / in employment / retired)
Please include name of employer if relevant.

I currently am one of two Directors in our Bookkeeping practice - Ebiz Solutions (WA) Pty Ltd.

I am also half Partner in a partnership with my brother Don, his wife Deb and my wife Jacqui, trading as – Essentially Emu Marketing.

Majority owner of CARAJ (WA) Pty Ltd – trading as Menz Hair Studio

Employed part time by the Institute of Certified Bookkeepers

- What Bookkeeping qualifications/experience have you achieved (if any) and when?

I have been a Bookkeeper and Certified Consultant for MYOB since 1998.

I have a Certificate IV in Financial Services (Bookkeeping)

MYOB's inaugural Australian Partner of the Year (2011)

My Training, Consulting & Bookkeeping Practice was named Western Australian Micro Small Business of the Year in 2007.

I received the Lifetime Achiever Award (Life Membership) of MYOB in 2019.

I have trained and mentored an estimated 10,000 plus people and Businesses throughout WA since 1998 in Bookkeeping & Accounting Software use, via classroom training, seminars and one on one training.

- What value do you believe you would bring to the ICB Board?

Having already been on the ICB Board for the past 4 years, I believe I have already demonstrated what value I can bring, with a number of initiatives and perspectives already in the ICB Community, that can be directly traced back to my involvement and vision. Examples of this include expanded Membership communication channels, such as the two Podcasts ICB now put out monthly as well as the Regional Round Table discussions, currently being held around Australia. My ability and experience in the Board room is both extensive and significant, with roles on Boards going back 30 years plus. I am currently the Chair of the WA Country Cricket Board (for the past 7 years) and Deputy Chair for 5 years prior to that, as well as Treasurer and Director of the Grace Christian School Board (8 years). I have been a Director and Treasurer of the South West Cricket Association Board for 13 years and Treasurer and Director on the Bunbury & Districts Cricket Association Board, for 20 years. I have been the Treasurer and a Director of the South West Academy of Sport – Board, since 2017.

- Are there any potential 'Conflicts of Interest' that members would need to be made aware of? (Refer to <https://www.tpb.gov.au/managing-conflicts-interest-BASagents>)

Attached "Schedule of Disclosure"

- Are you involved in any 'Partner Programs' of ICB?

MYOB Certified Consultant

2. Self-promotion:

- Is there any additional information that you would like to provide to members that you would like them to consider in evaluating your nomination?
(You may like to include your resume)

Having been an inaugural Member of the ICB (Member #25) and a current Fellow (FICB), results in my passion for and understanding of the ICB Bookkeeping Community is at an exceedingly elevated level. This passion for all things ICB, Bookkeeping and its amazing community and members, was the driving force behind the creation of the “Heart of the Bookkeeper” Podcast, that is my absolute privilege to host and share in the passions and fabulous journeys, that our member Bookkeepers have been on and continue to be on. With the current Board (including myself) having worked extremely hard to create a vision for ICB and the Professional Bookkeeping World well into the years ahead, it is important for me, to hopefully be able to continue and see through a journey that commenced 4 years ago with my election to the ICB Board and the ability to value add back to our wonderful Membership, by being re-elected to the Board for another 3-year appointment. It would be an absolute honour to be able to continue to serve the ICB Membership, with another elected term on the ICB Board.

3. Acknowledgement:

I acknowledge that I have read and understood:

- Director Roles and Responsibilities (as per Board Charter Extract provided in the online application process information).
- I agree to the requirements for active contribution to the ICB Board as detailed in the Extract of the Charter.
- That the term of the appointment will be 3 years.
- As part to the voting process, I will be available to record a webinar introduction for members to view prior to the commencement of annual election voting being early to mid-April.
- I confirm that all the above information is true and correct and can be made available to all members of ICB for the purpose of expressing their votes.

As per Extract of Information from the Charter:

2 Role of The Board

The Directors jointly as a Board provide leadership, set strategic and policy direction and oversee the business and affairs of the association for the purpose for which the association is established. The Board is accountable to the members of the association for the overall performance of the association, in accordance with the objects of the associations as contained in the Constitution.

The Board does not manage the day-to-day operations of the association. This is delegated to the Chief Executive Officer.

11.2 Annual Schedule

The new Board's year begins with the first meeting following the AGM. The election of Directors is phased over a three year period to ensure that there is continuity of Board business and knowledge. The Board normally will agree on an annual schedule of meetings before the AGM but this will be ratified at the first meeting after the AGM by agreement of the Directors. The annual schedule will:

- Ensure sufficient frequency and time to fulfill the Board's responsibilities.
- Provide time and opportunity for annual events such as strategic and risk planning, the statutory audit, consideration of the annual accounts, annual report and AGM, strategic review of services, conferences and events schedules.
- Allow time for internal and external presentations as appropriate on strategic aspects of the Association and the environment.
- Allow time for professional development activities for the whole Board.
- Provide for a review of Board performance including progress against the Board plan.
- Provide for four, two day meetings either face to face or via electronic means generally in February, June, September and December, a one day post AGM meeting normally in May and additional meetings as considered necessary.

Signature _____

Dated - 24th March 2023 _____

R. Marshall