

Director Nomination Form

Date: 27/2/2025

Dear Members,

Nomination for the position of a Director with ICB.

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

We Heather Smith

Member no. 319980

& Leanne Berry

Member no. 1014

hereby nominate:

Matthew Addison (the nominee) Member no (if applic) 176

Of Park Orchards, Victoria

(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: Heather Smith

Name: Leanne Berry

Signature: _____

Signature: _____

Date: 27/02/2025

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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, Matthew Addison 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'.

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

Nominee Details

Member No: 176

Given Name: Matthew

Surname: Addison

Email: M_A@Addisons.com.au

Mobile Phone No: 0421553613

Business Name: _____

Address (Suburb & State only): Park Orchards

Suitability to be a Director

I am over 18

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

I am eligible in accordance with the requirements of ASIC and the Corporations Act 2001 to be a Director:

<input checked="" type="checkbox"/>	<input type="checkbox"/>
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<https://asic.gov.au/regulatory-resources/financial-reporting-and-audit/directors-and-financial-reporting/>

<https://asic.gov.au/for-business/small-business/>

I have completed a Police check – results attached.

<input checked="" type="checkbox"/>	<input type="checkbox"/>
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<https://www.afp.gov.au/our-services/national-police-checks>

Signed: 

Date: 26/2/25

Relevant information for consideration of a Nominee

1. Background, qualifications & Experience

1. What is your current employment situation? *

- Own Business
- Contractor
- In Employment
- Retired

2. What bookkeeping qualifications/experience have you achieved (if any) and when? *

B Ec (La trobe) 1988, Chartered Accountant 1990, FCA, FICB
Practicing Chartered Accountant 1986 to 2008. Advisor to Bookkeeper community through ICB from 2005 to current. Worked with Software company partner programs in developing how to do bookkeeping in software from 1988 to current. Govt appointed member of the Tax Practitioners Board 2010 to 2016.

3. What value do you believe you would bring to the ICB Board? *

An understanding of the bookkeeping community, the business environment, the government approach. As an Executive Director for the past years it has been a privilege working with ICB and its membership with the regulators and others that impact our space. I hope to continue this contribution to the future of ICB in continuing a position as Director.

4. 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>) *

no

5. Are you involved in any 'Partner Programs' of ICB? *

An employee of ICB as Executive Director at this time. If I was not re-elected to the Board I would anticipate continuing as a member of the executive team.

2. Self Promotion

6. Is there any additional information that you would like to provide to members to consider in evaluating your nomination? (this could include your CV details) *

Nothing Further

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 end March to record a webinar introduction for members to view prior to the commencement of annual election voting
- 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.

7. Signature *

Matthew Addison

8. Date *

26/2/25