THE INSTITUTE OF CERTIFIED BOOKKEEPERS

31 January 2026

Director Nomination Form

Date: 28-2-2026

Dear Members,

Nomination for the position of a Director with ICB.

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

We Cate Kemp Member no. _____

& Leanne Berry Member no. _____

hereby nominate:

Melanie Shortland-Power (the nominee) Member no (if applic) _____

Of TH1/82 Holyrood Street
Kiampton Vic 3188

(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: Cate Kemp Name: Leanne Berry

Signature: _____ Signature: _____

Date: 03 / 14 / 2026 Date: 03 / 14 / 2026

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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, Melanie Shortland (Nee Power) 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: _____

Given Name: Melanie Surname: Shortland (Power)

Email: mel@melanieshortland.com.au Mobile Phone No: 0421025424

Business Name: _____

Address (Suburb & State only): HAMPTON VIC 3188

Suitability to be a Director

	Yes	No
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/	☑	☐
I have applied for a Police check – results to be provided	☑	☐

Victoria [link]

New South Wales [link]

South Australia [link]

Queensland [link]

Western Australia [link]

Tasmania [link]

Northern Territory [link]

ACT [link]

Signed: M Shortland Date: 28/2/26.

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View results

Respondent

4 Anonymous

04:15
Time to complete

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? *

BAS Agent - had Bookkeeping business and also operated as tax agent since 1992

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

Years of experience as an operating Bookkeeper in Practice. I was also Head of Bookkeeping at Xero and also spent years coaching and supporting BK in growth strategies

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? *

No

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) *

Most of the channel know who I am 😊

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
- 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 *

Melanie Shortland

8. Date *

10/3/26