

About QRI Lifestyle

QRI Lifestyle was founded in 1894 as a social club for QR employees. Today, QRI Lifestyle is a self funded business entity. The organisation is a not for profit and is incorporated under the Queensland Associations Incorporation Act, 1891.

Our mission is to ‘provide exceptional and personalised products and services that will enhance the leisure and lifestyle of our members’.

To this end, our administration and affairs are overseen by a State Management Committee, which is comprised of members elected by other members every two years. A General Manager heads up the organisation’s dedicated staff including customer service, administration, marketing, business development, finance, insurance, and club and café staff. The General Manager reports to the State Management Committee.

The organisation administers and delivers a vast range of leisure and lifestyle products and services from the State Office situated in Brisbane, as well as operating a Cafe in Brisbane and Licensed clubs in Gladstone and Coppabella. We also have a network of branches, social and sporting clubs throughout Queensland which are run by volunteers and local committees and report to the State Management Committee through the QRI Lifestyle State Office.

Through effective management and decision making which reflects our values, QRI Lifestyle’s vision is to be the preferred choice for leisure and lifestyle benefits.

Our corporate values are:

- H**onest and reliable
- E**ncouraging and supportive
- L**earning and continuously improving
- P**rogressive and responsive to members needs
- F**riendly and personalised
- U**nderstanding and compassionate
- L**istening to members and their families

While maintaining our existing membership base and our important role in providing Queensland Rail and Aurizon employees with leisure and lifestyle benefits, QRI’s strategic direction is to increase the membership base through provision of leisure and lifestyle membership packages to other companies, member groups or organisations.

Role of the State Management Committee

The State Management Committee Members of Queensland Railways Institute Inc. (QRI) have a defined set of corporate governance obligations and responsibilities arising from applicable legislation, the QRI Constitution and accepted codes, policies and guidelines and accepted community standards. They must work amicably with the stakeholders including all QRI Members, the General Manager of QRI who is their chosen professional to provide advice on the operations of QRI to them for consideration through the Management Committee.

The major corporate governance obligations and responsibilities of the State Management Committee Members include:

- providing strategic leadership and direction to the QRI;
- monitoring the financial performance of QRI;
- eliminating where possible or else minimising risks;
- providing assistance to the General Manager;

The Committee is comprised of between eight to ten members who are elected every two years at the Annual General Meeting of the Association.

Executive: consists of a President, Vice-President, Secretary, Treasurer

General Committee: consists of minimum of 4 and maximum of 6 members

The State Management Committee serves a term of two years, until the next election when members can re-stand for election. The upcoming term is from November 2020 until the Annual General Meeting and Election in 2022.

Meetings of the State Management Committee are held bi-monthly. Most meetings will be held at the QRI Lifestyle State Office in Brisbane, while one or two meetings each year will be held regionally.

Members of the State Management Committee are required to attend various corporate and social events, regional branch tours, and other meetings of the association in an official capacity. Normally only the executive members are required to deliver speeches, presentations and reports at such events, however from time to time the general committee members may also be required to perform such duties.

State Management Committee members are required to be positive advocates of the organisation at all times and must act responsibly, diligently and with integrity.

Travel and accommodation expenses where required are paid for by the organisation and any legitimate and approved out of pocket expenses incurred in the course of QRI Lifestyle engagement, will be reimbursed.

Being part of the QRI Lifestyle State Management Committee is a very rewarding and fulfilling experience and the organisation encourages any member with relevant skills and experience to nominate for the 2020-2022 term.

The Nomination and Election Process

Members’ nominations must be proposed and seconded by two eligible members.

Nominations must be received by no later than 4:30pm, Friday 25th of September 2020.

Return Nominations in a sealed envelope marked “Private & Confidential” to:

Mail:

General Manager
 QRI Lifestyle
 GPO Box 2098
 Brisbane QLD 4001

In Person:

General Manager
 QRI Lifestyle
 Level 2
 131 Leichhardt Street,
 Spring Hill, 4000

Nomination & Voting Eligibility

Member Class	Eligible to Propose or Second a nominee; and Vote at the Election	Eligible to be Nominated for a position on the State Management Committee
Active	Yes	President (1 position) Vice-President (1 position) Secretary (1 position) Treasurer (1 position) General Committee Member (Min 4 Max 6 positions)
Life Members (who if not granted Life Membership would be in the Active class of membership)	Yes	President (1 position) Vice-President (1 position) Secretary (1 position) Treasurer (1 position) General Committee Member (Min 4 Max 6 positions)
Associate	Yes	Vice-President (1 position) Secretary (1 position) Treasurer (1 position) General Committee Member (Min 4 Max 6 positions) (Associate Members can hold up 5 positions – max 49% of the full committee)
Retired	Yes	Ineligible to be nominated except in the event that there are insufficient nominations from eligible members
Social & Club members	No	Ineligible to be nominated
Spouse and Senior	No	Ineligible to be nominated

Election Process

Election of all QRI Lifestyle State Management Committee positions for December 2020 – November 2022 will be **held on Thursday 26th of November, 2020** at the Annual General Meeting (AGM) of the Association.

If the total number of applications received for each of the positions exceeds the maximum number required then voting by financial members of QRI Lifestyle will be required. If voting is required then there will be a ballot available for members to vote. Members may vote either by postal vote up to 72 hours prior to the AGM or in person at the AGM. Members can vote only once.

Members can be nominated for one or more positions, but can only be elected to one position.

Voting is treated in confidence and only the Returning Officer (as appointed by the State Management Committee prior to calling for nominations), views and tallies the votes. The Organisation's Auditors will verify the results.

PLEASE PRINT CLEARLY

The Nominee

Proposer & Seconder

We, the below members, being current Active, Associate, Retired and/or Life members of QRI Lifestyle hereby nominate and second the above eligible member for the position/s indicated below for the QRI Lifestyle State Management Committee for the 2020 - 2022 term of office.

Proposer (different from nominee and seconder)

Full Name: _____

QRI Lifestyle Membership No: _____

Signature: _____

Contact Number: _____

Seconder (different from nominee and proposer)

Full Name: _____

Membership No: _____

Signature: _____

Contact Number: _____

Nominated for the Following Positions

The Member is nominated for the position/s indicated below.

(Members may nominate for more than one position, but can only be elected to one position)

- President (1)
- Vice President (1)
- Secretary (1)
- Treasurer (1)
- General Committee Member (Min 4 Max 6)

Please refer to the table on page 1 for details of nomination eligibility.

Nominee's authorisation

I, _____, consent to being nominated for the above position/s on the QRI Lifestyle State Management Committee for 2020-2022. If elected, I promise to carry out the role and functions of the State Management Committee in accordance with the rules and procedures of the association, and in the best interests of QRI Lifestyle and its members to whom I will be accountable.

Signature: _____

Date: _____

Email: _____

Daytime phone: _____

Home address: _____

QRI Lifestyle
State Management Committee Nomination Pack 2020



Nominations Close: 4:30pm, Friday 25th of September 2020

Mark as "Private & Confidential" in a sealed envelope and return to:
Mail: The Returning Officer, QRI Lifestyle, GPO Box 2098, Brisbane QLD 4001
In Person: Level 2, 131 Leichardt St, Spring Hills QLD 4000

This Form must be submitted with the Nomination Form

Your responses will be included in a brief 'nominee profile' to assist members in the voting process.

Profile Questions

1. I joined QRI in _____ (year)
2. Detail your previous and current roles or contribution to QRI Lifestyle at State, Branch or other level:
3. Detail any experience you've had on Committees or Boards of other non-profit organisations and/or companies.
4. List your professional qualifications, skills, experience and knowledge that may be beneficial in carrying out your duties as a State Management Committee member:
5. If successful in being elected to the QRI Lifestyle State Management Committee how do you intent to add value to the organisation?
6. Taking into account your work and other commitments, will you be able to attend at least 80 percent of the monthly board meetings?

Nominee's Name

Signature

Date