

19 July 2010

To all GEM Members,

Nominations for the GEM Board

GEM is a thriving and growing network of over 2,000 members advancing and promoting the importance of learning in museums, galleries and other cultural organisations and we need enthusiastic members with time to help GEM move forward by becoming Trustees. The posts of Deputy Chair and Treasurer are vacant and there is a vacancy for an elected Trustee. The current Board is supporting the nominations of Nick Winterbotham to the post of Deputy Chair and that of Emma King as an elected Trustee. Members are entitled to nominate other candidates – in which case there will be an election.

What is the GEM Board?

GEM is a company limited by guarantee and a registered charity. It is run by a Board of nine Trustees. The Chair, Deputy Chair, Treasurer and three other Trustees are elected by members and the Board can co-opt up to three further Trustees. Each year one third of the Trustees must retire.

What do the Trustees do?

The Trustees have control of the company and the charity, and must sign a declaration of willingness to act once elected. Trustees must comply with the requirements of the Companies Act 1985 and of the Charities Act 1993. They are expected to:

- take policy and strategic decisions;
- devise and implement the forward plan;
- coordinate and contribute to the work of committees;
- exercise diligence and control over GEM's finances and assets.

Current committees include publications, professional development, bursaries, audit, membership and advocacy/fundraising. Trustees are normally expected to spend about 10-12 days each year on GEM business. Trustees are not allowed to be paid but may claim reasonable out-of-pocket expenses.

Who are the current Trustees?

Vicky Woollard is retiring as Deputy Chair at the forthcoming AGM and is not eligible for re-election. Current elected Trustees remaining on the Board are: John Reeve (Chair), Jim Butler, Emily Leach and Nick Winterbotham. Current co-opted Trustees are Sharon Goddard, Izzy Mohammed and Emma King. Emma is retiring but is eligible for election. The Board is supporting the nominations of Nick Winterbotham for the post of Deputy Chair, and Emma King for election as a Trustee.

How do I nominate?

Please use the form overleaf and return it to the Company Secretary **by noon on Friday 30 July 2010** together with a 100 word statement from each nominee.

Dr John Stevenson (Company Secretary)

TRUSTEE NOMINATIONS FOR GEM BOARD 2010

(This form may be photocopied.)

PLEASE USE CAPITAL LETTERS

I nominate _____	Mem. No: _____
(address) _____	

as <input type="checkbox"/> Treasurer or <input type="checkbox"/> Ordinary Trustee	Date _____
Proposed _____	Seconded _____
Mem. No: _____	Mem. No: _____

I nominate _____	Mem. No: _____
(address) _____	

as <input type="checkbox"/> Treasurer or <input type="checkbox"/> Ordinary Trustee	Date _____
Proposed _____	Seconded _____
Mem. No: _____	Mem. No: _____

I nominate _____	Mem. No: _____
(address) _____	

as <input type="checkbox"/> Treasurer or <input type="checkbox"/> Ordinary Trustee	Date _____
Proposed _____	Seconded _____
Mem. No: _____	Mem. No: _____

Who can become a Trustee?

Nominees, proposers and seconders must all be either personal members (not Honorary or Complimentary) or named representatives of institutional members who have paid their 2010 fees.

How do you nominate someone?

First, gain the permission of the person you are nominating (nominee) before sending in this form. Then include a short statement from the nominee of no more than 100 words outlining their reasons for standing. This will go on the website, and on the ballot papers should there be an election.

A candidate may nominate herself or himself but all nominations must be seconded by a GEM member. The GEM membership numbers of the nominee, proposer and seconder should be given on the form.

Where do I send the completed form and by when?

Company Secretary, Group for Education in Museums, 54 Balmoral Road, Gillingham, Kent, ME7 4PG by noon on Friday 30 July 2010.

What happens next?

If nominations exceed vacancies then a postal election will be held about four weeks ahead of GEM's AGM at 19.00 on 9 September 2010. The results of any election will be announced at the AGM.