



## AHI Trustee Nomination Form 2018

Nominations for AHI Trustees must be made on this form,  
issued on behalf of the Honorary Secretary,  
and returned **by noon on Friday, 28 September 2018** to  
AHI Administrator, 25 Recreation Way, Kemsley, Sittingbourne,  
Kent, ME10 2RD.

Full name of Nominee:		Mem no:	
For position of: (tick box)	<input type="checkbox"/> Ordinary Trustee		
Home Address:			
Post code:		Tel/Mobile:	
Email address:			
Proposed by: (full name of Proposer)		Mem no:	
Signature of Proposer		Date	
Supporting statement from Nominee:  (no more than 120 words)			
Declaration:	If elected, I am willing to be a Trustee of the Association for Heritage Interpretation and to serve on the Executive Committee.		
Signature of Nominee:	.....		
Date:	.....		

**IMPORTANT** Please read the notes overleaf before completing this form.

# Notes on AHI Trustee Nomination Form 2018

## Background

- 1) With the adoption of a **new constitution** on 13 March 2013, the arrangements for the election of AHI trustees are as follows.
- 2) The Executive Committee consists of a maximum of **nine elected trustees** and **three co-opted trustees**.
- 3) Four of the nine elected trustees are elected to the posts of **Chair, Vice Chair, Secretary and Treasurer**. There are a further **five Ordinary Trustees**.
- 4) Each year, one-third of the elected trustees must retire (i.e. three). Trustees are elected for a three-year term, and one third of them must retire at each AGM.
- 5) At the 2018 AGM, Barbara Hamilton and Katherine Skellon are retiring and not seeking re-election. Kev Theaker and Suzanna Jones (who is currently a co-opted trustee) are retiring and seeking election with the support of the committee. Therefore, nominations are requested for the position of one **Ordinary Trustee**.
- 6) Bill Bevan is standing down from the position of Chair but will continue on as a Trustee for the remainder of his term. Jim Mitchell has indicated he is willing to take up the role of Chair and has the support of the committee. This appointment will be ratified at the next committee meeting in November.
- 7) The process of finding a replacement co-opted trustee is underway.

## Nomination Process

- 8) All Nominees (i.e. those putting themselves forward for election as an AHI Trustee) must be either an individual AHI member (Student, Associate, Full, Fellow, or Honorary) or the nominated representative of a corporate AHI member.
- 9) All those proposing a member for election as a trustee must themselves be either an individual member or the nominated representative of a corporate member.
- 10) All nomination forms must be signed by the Proposer.
- 11) All nomination forms must be signed by the Nominee to show his or her willingness to be appointed.
- 12) Remember to complete all the boxes, and provide a supporting statement.
- 13) Send the completed form to the AHI Administrator, 25 Recreation Way, Kemsley, Sittingbourne, Kent, ME10 2RD. (Scanned copies sent by email to [admin@ahi.org.uk](mailto:admin@ahi.org.uk) will be accepted)
- 14) The closing date for receipt of completed forms is by noon on Friday, 28 September 2018.

## What happens next?

- 15) If nominations exceed the number of places available there will be a ballot.
- 16) The results any election of trustees will be announced at the end of the 2018 AGM which will be held at 09:00 on Friday, 5 October 2018, in Chester.