

# LIXI Director Responsibilities & Commitments

This document outlines the responsibilities and commitments of a LIXI Board member. It is designed to assist them understand the expectations and time commitments required of the role.

## General Obligations

A LIXI Board member has the same statutory obligations as described by ASIC for company directors. A publication "Duties & Responsibilities of Directors and Officers" published by Prof. Bob Baxt, in conjunction with the Australian Institute of Company Directors, is available to all LIXI Directors for reference purposes.

LIXI directors are nominated by member companies and serve for one year, unless re-elected in accordance with the LIXI Constitution. During this year, directors are expected to meet the obligations of their member company as well as LIXI's.

There are no prerequisite qualifications for a LIXI director, except for those stated in the LIXI Constitution [i.e. adult, the nominated representative of a financial LIXI member, seconded by another financial member]. A broad knowledge of the lending industry is of some advantage. Directors are frequently called upon to make decisions that may influence the way the standards are developed.

Directors often attend events on behalf of LIXI and are expected to be able to articulate the benefits of LIXI, gather feedback and talk about future plans and strategies. Such representation may prove difficult when talking with a competitor of the director's employer, so clear disclosure of their position is appropriate at all times to avoid possible compromising situations. A LIXI code of conduct has been developed and endorsed by all Directors.

LIXI Directors must, when exercising their LIXI obligations, place the welfare and best interests of LIXI and the industry foremost in their mind at all times.

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## Time Obligations

LIXI Directors are expected to attend, if possible, all LIXI Board meetings (5-6 per annum) in person or via telephone and should not miss more than three consecutive meetings. Attendance at Board meetings is recorded and published in the annual financial statements. Each Board meeting requires approximately 2 hours attendance and at least 1-2 hours of preparation. Board meeting requirements are approximately a minimum of 50 hours per annum.

LIXI Directors are expected to participate in at least one, and typically two, sub-committees. Directors are free to choose the sub-committee(s) they sit on, based upon their skills, experience or desire to participate. Time commitments for each sub-committee are similar to Board requirements, though some have less face-to-face time and more assigned work. The total commitment is around 50+ hours for committee and Board related assignments.

In addition to the commitments above, LIXI publishes a newsletter and hold a number of meetings, including an annual industry forum, the AGM, and a quarterly evening conversations series. These require a total of around 25-30 hours of participation per annum by members of the Board.

## Financial Obligations

LIXI Directors are not remunerated for their time. Out-of-pocket expenses for specific assignments are reimbursed by LIXI as per the Constitution. It is common practice for Directors to combine any LIXI obligations with those of their member company's, reducing the cost to LIXI. Typical outlays are one or two flights per annum, depending upon where the Director is domiciled.