

AF KNOWLEDGE & RESOURCES INDEX

(As at 9 Oct, 2023)

A. GUIDES

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|---|---|
| 1. AF AGM Guide | 7. AF Directors Remuneration Guide |
| 2. AF Board Composition Guide | 8. AF FARC Terms of Reference Sample |
| 3. AF Board Evaluation Survey - Example De-identified | 9. AF Financial Benchmarking Report Example |
| 4. AF Board Governance Charter | 10. AF Gifts and Benefits Guide |
| 5. AF Board Skills Matrix Template | 11. AF Running Effective Meetings |
| 6. AF Director Induction Process | 12. AF Technology Guide |

B. BOARD TEMPLATES

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|---------------------------------------|--|
| 1. AGM Chair Script | 9. CEO Evaluation Tool (Silver Member benefit) |
| 2. AGM Minutes | 10. Code of Conduct (Ethics Policy) |
| 3. AGM Notice and Agenda | 11. Consent to Act as a Director |
| 4. Board Action Taken Report | 12. Director Declaration of Interest (Alt 1) - AF Template |
| 5. Board Meeting Agenda (Alt 1) | 13. Director Declaration of Interest (Alt 2) - AF Template |
| 6. Board Meeting Agenda (Alt 2) | |
| 7. Board Agenda & Minutes Combination | |
| 8. Board Minutes | |

C. ARTICLE

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|--|---|
| 1. 8 Tips for Association Succession Planning | 7. Directors Behaving Badly |
| 2. 10 Practical Tips for NFP Boards | 8. External Reviews improve Associations |
| 3. 10 Steps for Successful Planning Days | 9. Incorporating an Australian Association (under State or Territory legislation or as CLG) |
| 4. 10 Tips for Associations Finances | 10. INC to CLG article Associations |
| 5. 40 Tips for Association Boards | 11. Must Join Association Professionals |
| 6. CPA Australia suffers reputational and financial damage | |

D. POLICY TEMPLATES

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|--|----------------------------------|
| 1. Confidential Information Non-disclosure Agreement | 5. Social Media Policy |
| 2. Confidentiality and Copyright Agreement | 6. Whistleblower Policy |
| 3. Conflict of Interest Policy | 7. Work Health and Safety Policy |
| 4. Diversity and Inclusion Policy | 8. Policy Template |

E. MARKETING MATERIALS

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|-----------------------|---------------|
| 1. Magazine Media Kit | 2. Prospectus |
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