BOARD OF DIRECTORS
CANDIDATE NOMINATION INFORMATIONPACK
2026/2027

GATEWAY CREDIT UNION

Nomination Period: Friday 16th October 2026- Friday 20th November 2026

Contact Details:
Chair of Nomination Committee
Gateway Credit Union Limited
Main Street Ballinasloe
Co Galway
H53VK18

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Welcome

Dear Prospective board candidate:

Thank you for your interest in becoming a director of Gateway Credit Union Limited.
The board elections will take place at our annual general meeting (AGM) in January each year and voting takes place at the annual general meeting. This pack contains the official nomination form, provides information about the nomination process, board candidate eligibility and qualification criteria, and general information about Gateway Credit Union. More information on Gateway Credit Union is available at www.gatewaycreditunion.ie

To assist those who are interested in considering candidacy, the board appoints a nomination committee each year. The committee's role is to ensure the members are fully informed of the elections, to recruit qualified candidates, to complete due diligence checks and to bring forward a sufficient number of candidates to ensure that an election takes place *.

Yours truly,

Brian King
Chair, Nomination Committee

*The Credit Union has a right to refuse a person as a volunteer and where appropriate will give a reason for that refusal

Notice of nomination period

Submissions for nominations for filling any potential vacancies on the board of directors will be accepted by the Chair of the Nominations committee. Nominations open from **10:00a.m. on Friday 16th October 2026.** Nominations close at **5:00 p.m. on Friday, 20th November 2026.**

Nomination period

Nomination packs may be obtained online at www.gatewaycreditunion.ie or in person at our offices on Main Street, Ballinasloe, Co. Galway. In order to be valid, nomination forms must be received no later than **5:00 pm on Friday, 20th November 2026.**

Submission information

Nomination forms and all required attachments should be submitted by email, Personal delivery to the Gateway Credit Union, or by post addressed to:
Chair of the Nomination Committee
Gateway Credit Union Limited
Main Street, Ballinasloe, Co. Galway H53 VK18

Time commitment

Below is an estimate of the amount of time necessary to fulfil the role of director.

Each director is expected to prepare for and attend board meetings and to sit on at least one regulatory committee and attend annual strategic planning sessions as well as participate in required education.

Board Meetings: Quarterly Board meetings typically last for 2.5 hours. They take place in the evening on Tuesdays. Meetings are hybrid, in person and via MS TEAMS.

There are at present 4 ordinary board meetings and 2 Strategy meetings per annum.

Read board pack: 2-4 hours per meeting

Committee meetings: Committee meetings can be held during office hours or in the evenings and may last between 1 and 2 hours.

Read committee pack: 1 - 2 hours per meeting.

Training & development: Directors are required to attend education/training sessions; these may be online or may involve evenings and/or weekends. CPD hours are required annually for the position of Director. Any director's training expenses incurred are reimbursed by Gateway Credit Union.

Note: Currently all board / committee meetings and training sessions are hybrid online /in person.

Candidate information session

The nomination committee will meet with candidates prior to the election to review the requirements of the position of director for Gateway Credit Union, the time commitment, due diligence requirements and the election process and to answer any questions candidates may have.

Election

Voting in elections to fill the vacancies of members of the board will be conducted by secret ballot at the AGM of Gateway Credit Union subject to the Credit Union Act, 1997 (as amended). A member elected as a director shall take office at the close of the annual general meeting at which he or she is elected.

Eligibility of a director

Gateway Credit Union is governed by the Credit Union act, 1997 (as amended) and by regulations of the Central Bank of Ireland (CBI), which sets out a series of eligibility criteria that all directors must meet.

Eligibility Criteria

Only natural persons of full age may be a director of Gateway Credit Union.

The eligibility criteria also extend to the requirements of The Central Bank Reform Act 2010 (Sections 20 and 22 –Credit Unions) (Amendment) Regulations 2018, being the standards of fitness and probity for Credit Unions under the headings:

1. Competence and Capability
2. Honest, Ethical and Acting with Integrity; and
3. Financial Soundness

Non Eligibility Criteria

The following persons are not eligible to become a director of Gateway Credit Union:

a. An employee or voluntary assistant of Gateway Credit Union or an employee of any other Credit Union

b. A member of the board oversight committee of Gateway Credit Union

c. A director of any other Credit Union.

d. An employee of a representative body of which Gateway Credit Union is a member, where that employee's role could expose them to a potential conflict of interest.

e. A public servant (within the meaning of the Financial Emergency Measures in the Public Interest Act 2009) assigned to the Department of Finance and involved in advising the Minister on Credit Union issues or in the examination of Credit Union issues.

f. A member of the Commission of the Bank.

g. An officer (within the meaning of section 2 of the Central Bank Act 1942) or other employee of the Bank and who is involved in the regulation of Credit Unions 8. the Financial Services Ombudsman (within the meaning of

h. section 2 of the Central Bank Act 1942) or a bureau staff member (within the meaning of section 57BA of that Act).

i. A member of the Irish Financial Services Appeals Tribunal or a member of its staff (including the Registrar of the Appeals Tribunal appointed under section 57J of the Central Bank Act 1942).

j. The chief executive of the National Consumer Agency, an authorised officer of that Agency (within the meaning of section 2 of the Consumer Protection Act 2007) or any other member of its staff.

k. The auditor of Gateway Credit Union or a person employed or engaged by that auditor.

l. A solicitor or other professional adviser who has been engaged by or on behalf of Gateway Credit Union within the previous 3 years.

m. A person who is a spouse or civil partner, parent, sibling or child of a director, board oversight committee member or employee of Gateway Credit Union.

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Job Description

The board of directors is accountable to the membership of Gateway Credit Union for the general control, direction and management of Gateway Credit Union. Objectives and policies that provide for the needs of members and safeguard the assets of Gateway Credit Union are in place.

Authority, Duties and Board Responsibilities

The board is responsible for the strategic direction of Gateway Credit Union. It will perform its duties in accordance with the specific duties as set out in:

1. The Credit Union Act 1997 (as amended)
2. Regulations to the Act
3. Directives of the Department of Finance
4. The Credit Union's registered rules
5. The policies of Gateway Credit Union

The board will be responsible for the following duties:

1. Setting, monitoring, and reviewing Gateway Credit Union's overall business strategy, objectives, and policies that provide for the needs of members, safeguard the assets of Gateway Credit Union and meet regulatory requirements.

2. Ensuring compliance with all requirements imposed on Gateway Credit Union by or under the Credit Union Act 1997 (as amended) or any other financial services legislation.

3. Promoting and implementing established governance protocols on an individual and collective basis.

4. Directing the democratic process of Gateway Credit Union, including the election of directors and the matter of board succession.

5. Reviewing management succession plans.

6. Delegating to committees of the board and receiving reports from those committees.

7. Responding or causing responses to enquiries, requests or demands from regulatory agencies, auditors, members, or other stakeholders.

8. Ensuring regular and efficient communication with members.

9. Ensuring that any major variances to the budget are identified and that appropriate corrective measures are implemented.

10. Appointing, supervising, and defining the duties and responsibilities of the Chief Executive Officer.

11. Reviewing in conjunction with the CEO human resources practices, policies and reports on the general competence and quality of staff.

12. Ensuring in conjunction with the CEO the recruitment, retention, and development of qualified and competent individuals.

13. Ensuring that staff and/or volunteers charged with carrying out policy have necessary training and experience

14. Encouraging an effective board/management planning process which will promote the long- term viability of

Registered Rules of the Credit Union

A copy of the Credit Union's registered rules can be viewed online at www.gatewaycreditunion.ie

Candidate's Responsibilities

Read the nomination information, in particular the job description, and eligibility criteria for the position of director.

1. Complete the nomination Form.
2. Complete the declaration of conflict of interest.
3. Return the completed nomination Form to:

Chair of Nomination Committee
Gateway Credit Union Limited
Main Street
Ballinalsoe
Co. Galway
H53 VK18

Note: It is the candidate's responsibility to make sure that the nomination forms are completed, and all information is legible. An incomplete or illegible nomination form could result in ineligibility.

NOMINATION FORM

GATEWAY CREDIT UNION

CANDIDATE NOMINATION

We, the undersigned, being voting members* of Gateway Credit Union Ltd hereby nominate:

Name :

Member no :

Full Address :

E- Mail :

Phone: :

being a voting member, in good standing of Gateway Credit Union limited for the position of director.

NOMINATORS INFORMATION

*Nominators must be at least 18 years of age and voting members of Gateway Credit Union. Two nominators are required:

Nominator 1

First Name

Member No

Address

E-Mail

Signature

Nominator 2

First Name

Member No

Address

E-Mail

Signature

NOMINEE ACCEPTANCE

I hereby accept the nomination for the position of director of Gateway CU and agree to the terms and conditions of the nomination process, acknowledge the receipt of the nomination package, understand, and agree with the terms and conditions and know of no reason that I am not eligible to stand for the position of director.

I acknowledge having received from Gateway CU and read the nomination information package outlining all of the eligibility requirements for election to the board of directors, as set out in the Credit Union Act, 1997 (as amended), regulations and the registered rules of the Gateway CU, and hereby confirm that I know of no fact or circumstance that would render me ineligible to serve as a director of the Gateway CU.

I acknowledge that everything that has been represented in my nomination information package to be true and factual.

I accept that, should I be elected to the board of directors of Gateway CU, I will carry out the duties of the said office to the best of my abilities for the term I am elected.

Signature

Date

DECLARATION OF INTEREST

Pursuant to my responsibilities outlined in the Credit Union act, 1997 (as amended), regulations to the act and the registered rules of Gateway CU.

I declare that I am not aware of any conflict of interest regarding my proposed nomination to the Board of Directors:

Signature

Date: