2. Notice of Annual General Meeting (AGM) of Members of People With Disability Australia Ltd ACN 621 720 143 (Company)
3. Date

* Wednesday 15 November 2023

1. Time

* AGM commences at 6pm (AEDT)
* You are able to log into Zoom to join the meeting from 5pm (AEDT)   
  IMPORTANT: Please note that if you do not receive the Zoom link by 15 November, please check your spam/junk mail or contact us on 1800 422 015.
* Note: All times are Australian Eastern Daylight Time (AEDT)

**Venue**

* The AGM will be held remotely via Zoom. The Zoom link will be sent via email following registration.
* This event will have live captioning and Auslan interpreters.
* Please see the "Remote Attendance" and "Voting Via Video-Conference" sections of this Notice of Annual General Meeting for more instructions. Please also refer to the FAQ document for more information.

**Register To Attend AGM**

* The deadline for registering to attend the AGM is **5pm AEDT Friday 10 November 2023.**
* Please advise of any access requirements when you register.
* Please register your attendance via:
  + Phone: 1800 422 015 | Email: [pwd@pwd.org.au](mailto:pwd@pwd.org.au) | Online: <https://pwd.org.au/get-involved/elections-and-agm/agm-papers/>

**AGM Agenda**

* An agenda outlining the general nature of business to be transacted and other matters is attached to this notice.

**PWDA 2023 AGM Agenda**

**Date:** Wednesday 15 November 2023

**Time:** 6pm – 7.30pm (AEDT)

1. Venue: Zoom
2. Acknowledgement of Country

**Opening and Welcome**

1. **Apologies and Proxies**
2. **Minutes of the 2022 Annual General Meeting**

2.1 Confirmation of the Minutes

2.2 Matters Arising

1. **Presentation of Annual Report**

3.1 President’s Report

3.2 Treasurer’s Report

3.3 Audited Financial Statements

1. **Appointment of Auditors**
2. **Report from Returning Officer**

5.1 Approval and adoption of Report from Returning Officer.

5.2 Approval of the appointment of Eva Sifis as Board Director in accordance with the Returning Officers Report.

5.3 Approval of the appointment of Kevyn Morris as Board Director in accordance with the Returning Officers Report.

1. **Other Business**

6.1 PWDA Member and Past President, David Abello, Reflection

6.2 Questions

1. **Close of meeting**

**Remote Attendance**

**No attendance in person**

* Please refer to the information below and FAQ’s on how members can participate in the Annual General Meeting.
* The Annual General Meeting will be accessible to all members via a secure Zoom link which will allow members to listen and observe the Annual General Meeting.
* Members who wish to participate in the Annual General Meeting can do so remotely via Zoom video conference. Please email [pwd@pwd.org.au](mailto:pwd@pwd.org.au) or telephone 1800 422 015 by Friday 10 November 2023 if you wish to attend. Please refer to the FAQ’s for more information.
* Once registered, you will be provided with further information about access to the Annual General Meeting.

**Voting via videoconference**

* A voting mechanism will be established for use during the Annual General Meeting. Once registered as set out above, you will be provided with further information on how voting will be conducted during the Annual General Meeting. Please also see the "Voting" section below.
* Unfortunately Zoom does not have the technical capacity to cast votes if you join the meeting via phone. We therefore recommend that you join the Zoom meeting via video conference.

**Explanatory Statement**

This Explanatory Statement forms part of the Notice of Meeting convening the Annual General Meeting of members of People with Disability Australia to be held on Wednesday 15 November 2023. This Explanatory Statement is to be read in conjunction with the Notice of Meeting.

**Voting**

**Eligibility to vote**

* For the purpose of determining a person’s entitlement to vote at the Annual General Meeting, a person will be recognised as a member of the Company if that person is registered as a member of the Company at 12 midnight (Australian Eastern Standard Time) on Monday 21 August 2023.

**Voting on a poll**

* The vote on the motions will be conducted by way of a poll.
* On a poll, every member present in person or by attorney or by proxy (or, in the case of a body corporate, by a representative) shall:
  + In the case of an Individual Member, have one (1) vote; and
  + In the case of an Organisational Member, have two (2) votes.

**Proxy**

* A member entitled to attend and vote is entitled to appoint a proxy. The proxy need not be a member of the Company. If you wish to appoint a proxy and you are entitled to two or more votes, then you may appoint two proxies and specify the proportion or number of votes each proxy may exercise. For more information on proxies please refer to the AGM Proxy Explanatory notes. All proxies must be received by 6pm on 14November 2023 in order to be included in the vote.