

## Notice of 2019 General Meeting | Section 15 PSA Constitution

### Peppers Resort & Spa SALT, Kingscliff NSW

On Saturday, March 23<sup>rd</sup>, 2019 commencing at 8.00am

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#### Business

1. Opening and welcome
2. Confirmation of quorum and proxies
3. Confirm 2018 AGM Minutes
4. **President Report** - Receive the President's Report for the year 2018 Post PSAConvention18 – to PSAConvention19, together with statements and reports of directors
5. **Treasurer Report** – Present the Audited Annual Financial Report of the Company for the last financial year, being the 2018 Calendar year.
6. **2019 PSA Board** - To announce and confirm the appointment of PSA Board and officers for 2019. (See below)
7. Confirm appointment of Auditor (KMB Business Advisors)
8. General business
9. Close

*If you are unable to attend and wish to appoint a proxy, you may do so by: completing the enclosed form and:*

- *posting to P.O. Box 448, Warrandyte, Vic 3113*
  - *or scanning and emailing office [admin@professionalspeakers.org.au](mailto:admin@professionalspeakers.org.au)*
  - *or faxing it to PSA via 1300 766 673*
- to arrive by 12 Noon on Thursday, March 21<sup>st</sup> 2019*
- *or handing it personally to the company secretary by 7.50am on Saturday, March 23<sup>rd</sup>, 2019 .*

By order of the Board

**Manpreet Singh**

PSA Company Secretary

March 1<sup>st</sup>, 2019

**SUPPORTING DOCUMENT for ITEM 6.**

- 6. 2019 PSA Board** - To announce and confirm the appointment of PSA Board and officers for 2019. (See below)

- 6.1 Retiring Directors – Tony Eades & Tarran Deane End of Term
- 6.2 Re-standing Director – Tony Eades 2<sup>nd</sup> Term
- 6.3** Re-standing Director – Tarran Deane 2<sup>nd</sup> Term

**PSA Board 2018 \***

National President & Chair	Tarran Deane
Director & VP	Russell Pearson
Director	Tony Eades
Director	Peter Merrett
Director	Michelle Bowden CSP (resigned)
Director	Vacant
Director	Vacant
Treasurer	Chinmay Ananda
Company Secretary	Manpreet Singh

Auditor: Robert Berman – KMB Business Advisors

**PSA Board 2019**

National President & Chair	Russell Pearson
Director	Tony Eades
Director	Peter Merrett
Director	Kirryn Zerna (joined 2019.02.01)
Director	Brett Dashwood (joined 2019.02.02)
Director	Tarran Deane
Director	Vacant
Treasurer	Chinmay Ananda
Company Secretary	Manpreet Singh

Auditor: Robert Berman – KMB Business Advisors

PSA Constitution Section

View the Constitution [HERE](#)

<https://www.professionalspeakers.org.au/wp-content/uploads/2019/01/2019-01-PSA-Constitution.pdf>

· Board Year is taken as effective annually Post Convention through to December, and leading into the following #PSAConvention cycle

**Proxy Form (A)\* for Annual General Meeting | 23 March 2019**

I, (your full name) \_\_\_\_\_

of (your address) \_\_\_\_\_

being a financial member of the Professional Speakers Australia Ltd, and being entitled to vote

☐ Professional Member    ☐ CSP    ☐ CSP Emeritus    (Tick the appropriate box)

at the Annual General Meeting to be held on 23 March 2019 at Peppers, SALT Resort &amp; Spa Kingscliff NSW. (Tick the box of your choice)

- ☐ appoint the Chair of the Meeting or  
☐ appoint the Company Secretary or  
☐ appoint (name of the person you wish to exercise your proxy vote)

\_\_\_\_\_ who is a current financial member of Professional Speakers Australia Ltd and a:

☐ Professional Member    ☐ CSP    ☐ CSP Emeritus    (Tick the appropriate box)

to attend and vote as the proxy chooses and if the AGM is adjourned, when the AGM has been reconvened for business.

If I have nominated an individual other than the Chair of the Meeting as proxy and this person is not in attendance at the AGM, then I appoint the Chair of the Meeting to act as proxy and to vote as the Chair of the Meeting chooses unless I have provided specific instructions detailed on the **Proxy Form (B) "SPECIAL INSTRUCTION" attached.**

My proxy is hereby authorised to vote as they see fit on each resolution (open proxy) unless I have provided specific instructions detailed on the **Proxy Form (B) "SPECIAL INSTRUCTION" attached.**

**I have also completed Proxy Form (B)**    ☐ YES    ☐ NO    (Tick the appropriate box)

Signed ..... this ..... day of ..... 2019.

*This signed proxy form or a scan of it must be received at the company office by 12 Noon on Thursday March 21<sup>st</sup>, 2019 at P.O. Box 448, Warrandyte, Vic, 3133 or by fax to 1300 766 673 or by email to [admin@professionalspeakers.org.au](mailto:admin@professionalspeakers.org.au) or given by hand to the Company Secretary Manpreet Singh, by 7.50am on Saturday March 23<sup>rd</sup>, 2019*

\* In Accordance with PSA Constitution 16.9

**Proxy Form (B) "SPECIAL INSTRUCTION" - optional**  
**for Annual General Meeting 23<sup>rd</sup> March 2019**

**\*This page ONLY needs to be completed if you wish to DIRECT your proxy to vote in a PARTICULAR way. This document must accompany the PROXY FORM (A)**

**If you are happy for your proxy to exercise their discretion, and vote as they see fit, then this page does not need to be completed or attached to the Proxy Form (A)**

This signed proxy form or a scan of it must be received at the company office by:

- 12noon Thursday March 21<sup>st</sup>, 2019
- Via Post - P.O. Box 448, Warrandyte, Vic, 3133
- Via fax to 1300 766 673 or
- Via email to [admin@professionalspeakers.org.au](mailto:admin@professionalspeakers.org.au)

or

- given directly by hand to the Company Secretary, Manpreet Singh by 7.50am on Saturday March 23<sup>rd</sup>, 2019 at the meeting room venue.

**This page is **not valid** if it is received **without** the signed Proxy Form (A)**

Special Instructions given by: Your Name: .....  
[<sup>^</sup>Print Full Name]

**Special Instructions for all decisions at the AGM as they relate to the Outlined Agenda Only.** *No new business can be added less than 30 days prior to the AGM. [Section 15.2 PSA Constitution.](#)*

Write your instructions below: (eg: I direct the chairperson to vote in favour of all motions)