

Notice of Annual General Meeting and Explanatory information

Notice is given that the Annual General Meeting 2022 of members of The Aboriginal Legal Service of Western Australia Limited will be held:


Date: Thursday 17 November 2022

Time: 2:00pm

Place: Aboriginal Legal Service of Western Australia Limited
registered offices, 7 Aberdeen Street, Perth Western
Australia 6000

2022





**Aboriginal Legal Service of Western Australia Limited
ACN 617 555 843
Notice of Annual General Meeting**

Notice is hereby given that the Annual General Meeting of Aboriginal Legal Service of Western Australia Limited ACN 617 555 843 (the **Company**) will be held at the registered office Piccadilly Square 7 Aberdeen Street, Perth WA 6000 on Thursday, 17 November 2022 at 2:00 pm.

Business

1. Financial and Other Reports

To receive and consider the Financial Report of the Company and the reports of the directors and the auditor for the financial year ended 30 June 2022.

Note: there is no requirement for members to approve these reports

2. Declaration of Proxies

3. Election of Directors

To elect the following candidate as a director of the board

- i. To re-elect as a director Mr Donald Abdullah
Who retires in accordance with rule 3.6(a) of the Company's Constitution and being eligible, offers himself for re-election.

By order of the Board



John Porocho
Company Secretary
14 October 2022



Explanatory Notes

Financial Statements and Reports

Section 317 of the Corporations Act requires the Financial Statements of the Company and Directors report and Auditors report for the financial year to be laid before the Annual General Meeting.

There is no requirement for a formal resolution to approve the Financial Statements or reports. Accordingly, there will not be a formal resolution put to the Annual General Meeting in respect of this item of business. However, members will be given a reasonable opportunity at the Annual General Meeting to comment and raise questions on the Financial Statements and reports of the Company.

Re-election of Directors

In accordance with rule 3.6(a) of the Company's Constitution, Mr Donald Abdullah will retire and, being eligible offers himself for re-election.

Details of director seeking election are set out below.

The Company's Constitution provides that a resolution put to the vote at a meeting of members must be decided on a show of hands unless a poll is demanded under rule 18.2 either before or on declaration of the result of the vote on a show of hands. A separate motion for the election of the candidate will be put to the meeting, as set out in this notice. The Chairman of the meeting will declare the result only after all motions have been put to vote at the meeting.

All resolutions will be by poll

The Chairman intends to call a poll on the resolution 3i set out in this notice.

Details of director seeking re-election

Donald Abdullah was appointed as an Initial Elected Director on registration of the company as a public company limited by guarantee on 10 March 2017 and was re-elected on 21 November 2019. He previously had been an Executive Committee member since 2015. He is a Wongi man from Esperance on the south east coast of Western Australia. Donald is dedicated to supporting Aboriginal and Torres Strait Islander People and feels strongly about keeping our young people out of prison. He is also supportive of women who face domestic violence and providing guidance on legal matters.



Information for Members

- 1. Eligibility to vote: Only Ordinary members (Members) may vote at the Annual General Meeting (the Meeting).** Members will be eligible to vote at the Meeting if they are registered as Ordinary Members of the Company on 16 November 2022.
- 2. Voting methods:** Members can vote in either of two ways:
 - a. By attending the Meeting and voting in person or by attorney; or
 - b. By appointing a proxy to attend and vote at the Meeting on their behalf. A proxy form accompanies this notice.
- 3. Proposed arrival time:** If possible, a Member should arrive at the Meeting venue 15 minutes before the time designated for the Meeting, so that their Membership is verified against the Company's membership register and attendance is recorded.
- 4. Attorneys:** A Member may appoint an attorney to vote on his or her behalf. For an appointment to be effective for the Meeting, the power of attorney or a certified copy of it must be received by the Company at its registered office by **no later than 2:00 pm on 15 November 2022 via any one of the methods noted in item 5.c.i to 5.c.iv below.**
- 5. Voting by proxy:** A Member entitled to attend and vote at the Meeting is entitled to appoint a proxy to attend and vote at the Meeting.
 - a. A proxy need not be a Member of the Company and can be an individual or a body corporate.
 - b. A body corporate appointed as a Member's proxy may appoint a representative to exercise any of the powers the body may exercise as a proxy at the Meeting. The representative should bring to the Meeting evidence of his or her appointment, including any authority under which the appointment is signed, unless it has previously been given to the Company.
 - c. **In order for a valid appointment of a proxy, the completed proxy form, and, if the proxy form is signed by the appointor's attorney – the authority under which the appointment was signed (e.g. a power of attorney) or a certified copy of it, must be returned and received by 2:00pm on 15 November 2022 at the Company's registered office** by one of the following ways:
 - i. By mail: PO Box 8194, Perth Business Centre, Perth WA 6849;
 - ii. By email: jporoch@als.org.au;
 - iii. By fax: 08 9221 1767; or
 - iv. By hand: Piccadilly Square 7 Aberdeen Street, Perth Western Australia 6000.
 - d. Members are encouraged to direct their proxies how to vote on each resolution by marking the "For", "Against" or "Abstain" for each resolution on the proxy form. If a proxy chooses to vote, then he/she must vote in accordance with the directions set out in the proxy form.
 - e. If the Chairman of the Meeting is appointed as a proxy but the appointment does not direct the proxy how to vote on the resolution, **then the Chairman intends to exercise the relevant member's vote in favour of the relevant resolution as required.**
- 6. Registered office:** Aboriginal Legal Service of Western Australia Limited ACN 617 555 483 Piccadilly Square 7 Aberdeen Street, Perth Western Australia 6000. Telephone: 08 9265 6666 Facsimile: 08 9221 1767 Website: www.als.org.au
- 7. Asking questions at the Annual General Meeting**

In the interests of all present, members are asked to confine questions to the matters before the Meeting that are relevant to the members as a whole. Questions for the Company to respond to at the Annual General Meeting should be submitted by sending the questions

 - i. By mail: PO Box 8194, Perth Business Centre, Perth WA 6849;
 - ii. By email: jporoch@als.org.au; or
 - iii. By hand: Piccadilly Square 7 Aberdeen Street, Perth Western Australia 6000.

Submitting questions in advance will not stop members from asking questions at the Annual General Meeting, should they wish to do so, but will facilitate a considered reply.

Questions must be received by no later than 4:00 pm on 4 November 2022.

The Company will respond to as many of the more frequently asked questions as possible at the Annual General Meeting. Please note that individual responses will not be sent.