

JARU ABORIGINAL CORPORATION RNTBC (ICN 9512)

NOTICE OF ANNUAL GENERAL MEETING

All members of the Jaru Aboriginal Corporation RNTBC are advised that an annual general meeting will take place as follows:

Date: Thursday 12 October 2023

Location: Shire Civic Hall, Halls Creek

Time: 9.30am – 4.30pm (registration from 8.30am)

AGENDA

1. Introduction, quorum and Welcome
2. Apologies and proxies
3. Checking Register of Members
4. Passing of minutes from previous annual general meeting
5. Presentation of directors' general report
6. Appointment of Directors
7. Proposed special resolution to change the Rule Book (see page 3 of this notice)
8. Other business including questions from members, and discussion about what members' want for the direction of the Jaru PBC

A short directors' meeting will be held straight after the AGM for all directors to appoint Office Bearers and to set dates for 2024 directors' meetings.

TRAVEL ASSISTANCE

Travel assistance is only for **current** Jaru Aboriginal Corporation RNTBC **members** for **travel within the Kimberley region**. To arrange, please contact Suzanna Cox at the KLC on 0476 998 862. **THE DEADLINE FOR TRAVEL ASSISTANCE REQUESTS IS THURSDAY 5th OCTOBER 2023. NO FURTHER TRAVEL ASSISTANCE CAN BE ARRANGED AFTER THIS DATE.**

DIRECTOR APPOINTMENTS

There are currently 11 directors of the Jaru Aboriginal Corporation RNTBC (**Jaru PBC**). 5 directors are on 2-year term which expire at the AGM. This means at least 1 and up to 5 directors need to be appointed at the AGM. Current directors are eligible for re-appointment.

The rule book of Jaru PBC has the rules for appointing directors:

- Jaru PBC must have at least 7 directors and a maximum of 11 directors (Rule 7.1)
- Directors must be members of the Jaru PBC (Rule 7.2)
- A person cannot be a director if they are disqualified from managing Aboriginal corporations (Rule 7.3)
- Directors are appointed by resolutions passed at a general meeting (Rule 7.6)
- Directors are appointed on rotation for a 2-year term, so the appointment of approximately half of the directors expires each year (Rule 7.11)
- Directors must give their consent in writing to act as a director (Rule 7.7), using the form at Schedule 6 of the Rule Book, before the appointment takes effect

Directors must meet a certain number of times each year and govern the operations of the PBC. Directors have legal duties they have to follow, like declaring conflicts of interest and not using their position improperly.

If you want to be considered for appointment as a director of Jaru PBC you must:

- **attend the 2023 AGM in person to give your consent in writing for the appointment to take effect; and**
- **have a Director Identification Number.**

How to Apply for a Director Identification Number

You now need to have a Director ID **before** being appointed as a director of a PBC. This is a unique 15-digit number given to a Director that verifies your identity. You only need one Director ID number for all corporations - if you already have one for a different corporation, you use the same Director ID number for Jaru PBC.

There are three different ways you can apply for a Director ID:

1. **Online** – use the myGovID app to log in to Australian Business Registry Services (ABRS) to fill in the online application form
2. **By phone** – call the ABRS phone line on 1300 342 353 and enter pin 108. You will need to have your identity documents ready.
3. **By paper form** – fill in a paper application form, attach certified copies of your identity documents, and post it to the ABRS. If you don't have enough identity documents you can get a referee to confirm they know you in another form.

More information can be found at: <https://www.oric.gov.au/run-corporation/director-id-catsi-act-directors>

If you need help applying for a Director ID, you can contact Dianne McCambridge, KLC PBC Governance Officer, on (08) 9194 0100.

NOTICE OF PROPOSED SPECIAL RESOLUTION

A copy of the current registered Rule Book of the Jaru Aboriginal Corporation RNTBC can accessed at:

- www.oric.gov.au
- Kimberley Land Council – 11 Gregory Street, Broome

There is 1 proposed special resolution to be considered at the 2023 AGM about changing the membership form at Schedule 3 of the Jaru PBC Rule Book.

On the next page (page 4 of this notice), the proposed changes to the membership form are shown in **red text**.

Proposed Special Resolution:

The members of the Jaru PBC resolve by special resolution to change the membership form at Schedule 3 of the Jaru PBC Rule Book, to the same or substantially the same form as included in the notice of the 2023 AGM.

FOR SPECIAL RESOLUTION – MEMBERSHIP FORM WITH PROPOSED CHANGES SHOWN

IN RED

Schedule 3 - Membership Application Form

I, (full name of person) of
..... (address) born on
..... (date of birth)

apply for membership of Jaru Aboriginal Corporation RNTBC (ICN 9512)

Signature of applicant

Date

Additional information (optional)

Grandfather Grandmother

Father..... Mother

Apical Ancestor

Contact details

Email

Phone number

A person applying to become a member of the PBC may attach a family tree or family information in support of their application for membership. The list below are some of the organisations that can help you with your family history information:

- AIATSIS family history research unit;
- KLC;
- Kimberley Stolen Generations (and other linkup services in Pilbara, Perth etc);
- Aboriginal History Research Unit (Department of Local Government, Sport and Cultural Industries).

Office use only

Application tabled at directors' meeting held on

Directors confirmed applicant is eligible for membership in accordance with rule 5.3. Yes / No

Reasons if application is refused (see rule 5.5 and 5.6):Dated entered on the Corporation's register of members (*must be within 14 days of acceptance (rule 5.6)*)

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INFORMATION ABOUT PROXIES

Members of the Jaru Aboriginal Corporation RNTBC can appoint another member as their proxy to attend meetings and vote for them (Rule 6.36).

A proxy form is attached to this notice. If you want to appoint a proxy, you need to fill in and sign the attached form, and send it suzanna.cox@klc.org.au or via post to:

Jaru Aboriginal Corporation RNTBC
C/O Kimberley Land Council
PO Box 2145
Broome WA 6725

Proxy appointments must be received **at least 48 hours before the AGM.**

Appointment of proxy form

Jaru Aboriginal Corporation (ICN 9512)

Appointment of proxy

I, _____ (full name of member)

of _____ (address of member)

am a member of the Corporation.

I appoint _____ (full name of proxy)

of _____ (address of proxy)

as my proxy to vote for me on my behalf at the general meeting of the Corporation (annual general meeting or other general meeting, as the case may be) to be held on / / and at any adjournment of that meeting.

Signature of member appointing proxy

Date

NOTE: A proxy vote may be given under rules 6.36 to 6.39 (for more about proxies see section 201-90 of the CATSI Act)

Please return your completed form to the Corporation **at least 48 hours before** the meeting.