



**NIMANBURR ABORIGINAL CORPORATION RNTBC (ICN 8948)**

**NOTICE OF 2023 ANNUAL GENERAL MEETING (AGM)**

**Who: Members of the Nimanburr Aboriginal Corporation RNTBC**

**Where: Liyan Ngan Nirrywa (LLN Centre), 55 Reid Road, Cable Beach – Back of NYB**

**Offices**

**When: Thursday 30<sup>th</sup> November**

**Time: 9:00am to 4:30pm (Registration from 8:00am)**

**AGENDA**

1. Introduction, quorum, selection of chairperson for AGM
2. Code of conduct, apologies, proxies
3. Passing of minutes of previous AGM
4. Presentation of reports: general, directors', financial
5. Election process
6. Appointment of Directors
7. Other business including questions

**PROXIES**

8. Members can appoint a person to attend the meeting on their behalf and vote for them (a proxy) in accordance with Rules 6.34-6.37 of the Rule Book.
9. A proxy appointment must be signed by the member, and received by the corporation at least 48 hours before the AGM.
10. The proxy must already be a member of the corporation. A person must not be a proxy for more than one member.
11. The Proxy form must be submitted to the KLC office at [legalsecretary@klc.org.au](mailto:legalsecretary@klc.org.au) or directly to the Directors of the Corporation via Taliah Payne (Contact Person) at [taliah.payne@yawuru.org.au](mailto:taliah.payne@yawuru.org.au) at least 48 hours before the AGM.

**Deadline for travel assistance requests is Thursday 23<sup>rd</sup> November 2023**

Limited travel assistance is available only for current Nimanburr Aboriginal Corporation members.

For **travel assistance within the Kimberley region**, please contact Rusel Thomson on **0457 215 682** or email [rusel.thomson@klc.org.au](mailto:rusel.thomson@klc.org.au)

## Schedule 5—Appointment of proxy form

Nimanburr Aboriginal Corporation

ICN:8948

### 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

/ / (insert date of meeting) and at any adjournment of that meeting.

Signature of member

appointing proxy \_\_\_\_\_

Date \_\_\_\_\_

NOTE: A proxy vote may be given to the people listed at rule 6.17.

(For more about proxies see rule 6.34-6.37 and section 201-90 of the *Corporations (Aboriginal and Torres Strait Islander) Act 2006*.)

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

## DIRECTOR APPOINTMENTS

The rule book of Nimanburr Aboriginal Corporation RNTBC (**Nimanburr PBC**) has the rules for appointing directors. Nimanburr PBC has a minimum of 8 and a maximum of 12 directors with an even number of men or women, if possible and a mixture of young and old people if possible (rule 7.1).

To be a director of Nimanburr PBC, you have to be a member of the Nimanburr PBC, not have been disqualified from managing Aboriginal corporations and not be a director of another PBC (rule 7.2 - 7.4).

The Nimanburr PBC appoints directors by resolution at a general meeting or an AGM (rule 7.7).

Directors are appointed on rotation for a 2-year term, so that the appointment of half of the directors expires each year (rule 7.13).

Directors must give their consent in writing to act as a director (rule 7.8), using the form at Schedule 6 of the Nimanburr 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.

**Should you wish to be considered for appointment as a director of Nimanburr PBC you must attend the 2022 AGM in person to give your consent in writing for the appointment to take effect.**

**\*\*\* Please note from 1 November 2022 directors are required to apply for a Director ID before becoming a director. \*\*\*** (please see attached Fact Sheet)