

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of Members of TAI Practitioners & Advisers Ltd (TAI PAL), a public company limited by guarantee incorporated under the Corporations Act 2001, will be held at **9.30 am AEST (Brisbane time) on Monday 25 October 2021** as a hybrid meeting at the offices of Airport Gateway Business Centre, Unit 6/12 Navigator Place, Hendra QLD 4011 and via Zoom Video Webinar; details of which are provided on the following pages of this Notice. Members are invited to attend.

A Proxy Form accompanies this Notice and Agenda of Annual General Meeting.

AGENDA

1. **Opening**
2. **Apologies**
3. **Proxy Report**

Ordinary Business

4. **Receive and approve the minutes for the Annual General Meeting held on 26 October 2020**
Resolution 1: That the minutes of the Annual General Meeting held on 26 October 2020 be adopted.
5. **Receive the President's Report**
6. **Receive and consider the Financial Statements, the Directors Report and the Auditors Report submitted by the Company for the year ended 30 June 2021**
7. **Approval of Remuneration of Elected Directors and the Secretary**
Resolution 2: That, pursuant to clauses 3.3(d)(iv) and 9.8 of the Constitution, the aggregate fees payable to Elected Directors and the Company Secretary shall not exceed \$16,275 excluding the Superannuation Guarantee entitlement.
8. **Any other business** that may be considered in accordance with the Constitution.
9. **Close of Meeting**

By order of the Board



Pippa McKee

Chief Executive Officer and Company Secretary

30 September 2021

Questions to be Referred to the Secretariat

Phone 0422 266 570

Email: secretariat@taxandsuperaustralia.com.au

ANNUAL GENERAL MEETING

NOTES FOR MEMBERS

Right to attend

Members have the right to attend, speak and vote at the Annual General Meeting.

The AGM will be held in accordance with jurisdictional COVID safe regulations in place as at the date of the meeting.

Attendance via virtual meeting

Members are advised that, given the significant health concerns attributed to the COVID-19 pandemic, in addition to guidelines and restrictions issued by Australian State and Federal Governments, the Board considers that it is appropriate to hold the 2021 AGM as a hybrid meeting.

The meeting will be held in a manner that is consistent with the extended relief provided by the Treasury Law Amendments (2021 Measure No. 1) Bill 2021.

Members are able to attend in person either at the Brisbane address or virtually, via Zoom Video Webinar. The details of the webinar and the link to register are available on the following page. Members **must** register to attend prior to the meeting.

Date, Time and Location of the AGM

The Annual General Meeting will be held on Monday 25 October 2021 across Australia as follows:

Brisbane	9.30 am AEST	Airport Gateway Business Centre
Sydney	10.30 am AEDT	Zoom Video Webinar
Melbourne	10.30 am AEDT	Zoom Video Webinar
Hobart	10.30 am AEDT	Zoom Video Webinar
Adelaide	10.00 am ACDT	Zoom Video Webinar
Perth	7.30 am AWST	Zoom Video Webinar

Appointing a Proxy

Voting Members who are unable to attend are entitled to appoint a Proxy by giving notice to the Secretariat by **9.30 am AEST (Brisbane time) on Saturday 23 October**, being no later than 48 hours before the commencement of the meeting.

A Proxy may be the Chair or another person as selected by the Member and has the same rights as a Voting Member pursuant to the Act. A Proxy does not need to be a Member however if a Company is to be appointed that Member must complete a Corporate Representative Form.

Further information and instructions can be found on the Proxy Form attached to this Notice. An electronic version of the Proxy Form is available here:

<https://www.taxandsuperaustralia.com.au/taipal-agm>



Scan this QR code to
lodge your Proxy Vote

Undirected Proxies

Where permitted and if no instructions are given on the Proxy Form, the Chair of the AGM may vote as he/she sees fit.

Returning Proxy Forms

Proxy Forms must be returned **by 9.30 am AEST (Brisbane time) on Saturday 23 October**, being no later than 48 hours prior to the commencement of the meeting. Forms can be returned:

- Online at <https://www.taxandsuperaustralia.com.au/taipal-agm> Please follow the prompts and have your Membership ID available; or by
- Emailing to: secretariat@taxandsuperaustralia.com.au

Video Webinar Details

The 2021 AGM will be accessible via a Zoom Video Webinar. Registration is required for attendance; you must **register in advance** of the meeting.

Please go to the link below to Register your attendance to the TAI PAL 2021 Annual General Meeting via webinar. Once registered, you will receive the TAI PAL 2021 AGM Zoom Video Webinar details.

Members will have the opportunity to ask questions of the Board and External Auditors both verbally and via the Webinar Q&A function (further details will be provided during the meeting).

Registration Link: https://us02web.zoom.us/webinar/register/WN_d5-IGhoTTSCRzXmMJQt00A

General Information and Conduct at the AGM

Our AGM is intended to give Members the opportunity to hear from the Chair and the CEO about the performance and operations of TAI PAL and the outlook for the year ahead.

Members will be invited to consider and, where eligible, vote on the resolutions before the AGM. Members will also be given reasonable opportunity to put questions to the Board, Management and Auditors. Members are reminded to:

- be courteous and respectful to their fellow Members and all others attending the AGM, including those assisting in the running of the AGM;
- keep their questions concise without repetition to allow as many Members as possible to participate;
- confine questions to matters being considered at the AGM and which are relevant to Members as a whole.

The Chair will inform Members of the proxy position on the resolutions to be considered at the AGM and, the manner in which the Chair will vote undirected proxies.

Photography, videotape or recording the AGM in any way is not permitted by Members.

Questions to be referred to the Secretariat

Phone 0422 266 570

Email: secretariat@taxandsuperaustralia.com.au