



# AIDA

The Australian Indigenous Doctors' Association  
ABN: 84 131 668 936

## NOTICE OF ANNUAL GENERAL MEETING - 2020

Dear Member

Notice is hereby given that the Australian Indigenous Doctors' Association Ltd (AIDA) will hold the Annual General Meeting of its members on **Saturday 31<sup>st</sup> October 2020, at 1.00 pm AEDT.**

This will be a virtual meeting that is hosted online through the AIDA AGM Portal.

Access to the portal will be through a unique code which will be emailed to members by VeroVoting.

The AGM Meeting Package will be available through the portal, as well as being emailed, and includes:

- 2020 Annual General Meeting: Agenda
- 2019 Annual General Meeting: Minutes
- 2019 Returning Officer's Report
- Chief Executive Officer's Report
- President's Report
- Vice President's Report
- Directors' Reports
- Board of Directors Election
- Nominations for President
- Nominations for Vice President
- Nominations for Ordinary Member
- Nominations for Director (Student)
- AIDA Corporate Structure
- Financial Statements and Auditor's Report

Further information about nominees will be available through the online portal which will open at close of the nomination process.

*Prior* to the meeting, members will have the opportunity to:

- Submit written questions for consideration at the AGM, for the Board, Auditor, or the secretariat executive. Questions can be submitted through the online portal, or sent to the AIDA Company Secretary by email to [secretary@aida.org.au](mailto:secretary@aida.org.au) by **5pm, Wednesday, 28<sup>th</sup> October, 2020.**
- Appoint a proxy if desired
- Engage in early voting for elections

*During* the meeting, members will have the opportunity to:

- Find out about AIDA's operations and finances
- Vote on motions through the portal
- Submit further questions about any items on the agenda

To support the meeting running efficiently, members are encouraged to submit their written questions prior to the meeting, either through the portal or by direct email.

### Key dates to note:

- 10/09/2020 – notice called for nominations

- 02/10/2020 – Nominations closed
- 09/10/2020 – Nominations published through AIDA AGM portal
- 09/10/2020 – AGM Notice Issued, including Meeting Papers and nominations
- 12/10/2020 – Written questions available on portal and by email
- 12/10/2020 – Proxies open via AIDA AGM portal
- 28/10/2020 – Written questions close on portal
- 29/10/2020 – Proxies close
- 31/10/2020 – AGM

### **Nominations**

The following positions were deemed to be vacant and available for nomination:

- President
- Vice-President
- 5 ordinary Board members
  - 3 with 2-year terms
  - 2 with 1-year terms\*
- 1 Student Director (note that only Indigenous Medical Student members may vote for this position.)

\* The two one-year positions have arisen due to casual vacancies on the Board.

### **The following nominations have been received:**

#### **President**

- Dr Tanya Schramm

#### **Vice President**

- Dr Simone Raye

#### **Director**

- Dr Robert Blackley
- Dr Keith Gleeson
- Dr Glenn Harrison
- Dr Jaquelyne Hughes
- Dr Nathan Luies

#### **Student Director**

- Ms Gabriella Ceolin

As the number of nominations received in each category equals the number of vacancies, in accordance with Article 47(b)(i) of the AIDA Constitution, no election will need to be held.

## **AIDA AGM AGENDA ITEMS**

1. Welcome, apologies

2. Acceptance of previous minutes

To receive, and if thought fit, pass the following resolution:

**That the previous minutes and returning officer's report be accepted as a true and accurate reflection of the previous AGM**

3. Operations report

4. Financial Report

To receive and consider the financial report of the company and the reports of the directors and auditor for the year ended 30 June 2020 and if thought fit to pass the following resolution:

**That the financial report of the company be accepted**

5. Remuneration Pool

To receive and consider, and if thought fit to pass the following resolution:

**That the Directors Remuneration Pool be accepted**

6. Appointment of Auditor

To consider, and if thought fit, pass the following resolution:

**That Nexia Australia (ABN 38 008 665 316), being qualified to act and having consented to do so, be appointed as the auditor of the company for the next three financial years**

7. Reports for noting

- a. Chief Executive Officer's report
- b. President's report
- c. Vice President's report
- d. Director's reports

8. Directors stepping down

9. Board Elections: presentation of Board nominees and results

- a. President
- b. Vice President
- c. Directors
- d. Director (Student)

10. Presentation of 2020-2021 Board

This will be the first AIDA AGM held online and support will be available before and during the AGM to support members' participation.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'M Barolits-McCabe', followed by a period.

Monica Barolits-McCabe  
Company Secretary

9<sup>th</sup> October 2020