

2019 AGM: Voting Instructions and How to Participate in the AGM

1. Voting instructions

1.1 What can you vote on?

Members please note that

- There are no special resolutions for voting at this year's AGM.
- Voting for nominated Board Directors closes at 17:00 hours (5:00pm) (AEST) on Thursday 22 August 2019.

Therefore:

- You can vote at the AGM on acceptance (or otherwise) of reports and/or minutes of the previous year.
- You can vote *prior to the AGM* on election of Directors.

1.2 Who can vote?

Only current financial members of the AIHS can vote.

1.3 How do you cast your vote?

1.3.1 Elections of Directors – voting is open from 00:00 hours (AEST) Monday 29 July 2019.

Please note that voting is open for three (3) vacant positions on the Board. Members can vote on election of Directors in the following way:

- Electronic voting by [clicking here](#) by 17:00 hours (5:00pm) (AEST) on Thursday 22 August 2019; or
- Voting via the [direct voting form](#) to the formal notice of the AGM. These must be submitted to the AIHS national office in person or by post by 17:00 hours (5:00pm) (AEST) on Thursday 22 August 2019.

1.3.2 Voting at the AGM

As was the case in 2018, we will again conduct the AGM via webcast to provide more flexibility for members to access the proceedings. **Voting for election of Directors closes on Thursday 22 August 2019.** The results of the election will be announced at the AGM.

There are no special resolutions for members to vote on at this AGM.

Voting to accept minutes of 2018 AGM and any other motions:

- You CAN vote on acceptance of reports and/or minutes of the 2018 AGM if you are present at the AGM in person or have given a proxy to a member who is present at the AGM.

1.3.3 Proxies

Although this year, because:

- (a) There are no special resolutions; and
- (b) Directors voting is completed prior to the AGM and is available to all members via the two options outlined above;

Provision of proxies is still required if you are not able to join the meeting in person or by webcast but wish to vote on acceptance of reports and minutes and in order that your presence is counted towards the Quorum we need to conduct the AGM.

If giving a proxy to another member, that member must be present in person and can be either given instructions to vote for or against motions put and reports presented or not given instructions and allowed to make a decision on your behalf.

2. Participation at the AGM

2.1 How to participate

You can join the AGM either:

- (a) In person;
- (b) Via webcast – online from any smart device.

2.1.1 Joining the meeting in person.

We look forward to seeing you at:

**Victoria University, City Convention Centre (Room 3)
Level 12, 300 Flinders Street, Melbourne VIC.**

At 4.45pm for a 5.00pm start on Thursday 5 September, 2019, after which will follow the networking drinks and the 2019 Victorian Symposium dinner.

2.1.2 Joining the meeting by webcast

Instructions on this will be available shortly on the AIHS website.



David Segrott
Company Secretary
29 July 2019