



Notice of Down Syndrome Western Australia (Inc) Annual General Meeting (2024)

Down Syndrome Association of WA Inc. (DSWA) gives notice that its Annual General Meeting (AGM) will be held at 7.00 pm (AWST) on Tuesday, 22 October 2024 at the Forrest Centre, Hackett Drive, Crawley WA 6009.

Members who are unable to attend the AGM in person may attend and vote at the AGM online through Teams by accessing the following link: [Join the meeting here](#)

If attending in person, on arrival at the AGM please ensure that you sign the attendance register. Attendance via Teams will be recorded electronically.

Voting on all resolutions will be by way of a show of hands (unless a poll is validly demanded).

The following documents accompanying this Notice of Meeting are incorporated into and form part of this Notice of Meeting:

- [Proxy Form](#);
- [2023 Annual General Meeting Minutes](#);
- [Annual Report for the financial year ended 30 June 2024](#); (which includes the Chairperson's Report, Chief Executive Officer's Report, Treasurer's Report, Annual Audited Financial Report and Auditor's Report on the Financial Report).
- [Board Member Elect Profiles](#)

BUSINESS OF THE AGM

1. Minutes of the 2023 Annual General Meeting

To receive and consider the minutes of meeting for the 2022 Annual General Meeting held on 22 February 2022.

2. **2024 Annual Report**

To receive and consider DSWA's Annual Report for the financial year ended 30 June 2023, which includes the following reports:

1. Chairperson's Report;
2. Chief Executive Officer's Report;
3. Treasurer's Report;
4. Annual Audited Financial Report; and
5. Auditor's Report on the Financial Report.

3. **Election of Board Members**

Members can participate in the AGM and vote on the resolutions contemplated in this Notice of Meeting:

- in person, by:
 - attending the AGM physically on the night;
 - attending the AGM via Teams on the night (note: Teams allows only one vote per device. If there are two or more members eligible to vote in the household, we therefore recommend dialling into the AGM on separate devices to ensure that all members' votes are counted); or
- by proxy, by appointing a proxy to attend the AGM and vote your behalf, by returning your Proxy Form attached to this Notice of Meeting.

How to vote by proxy

Proxy voting is a form of voting whereby a member may delegate their voting power to a representative (i.e. a 'proxy'), to enable their vote to be made in their absence.

To vote by proxy:

- Nominate your appointed proxy by completing a Proxy Form (attached to this Notice of Meeting) and return it to DSWA no later than 7.00 pm (AWST) on Monday 21 October 2024. Proxy Forms must be received before that time by one of the following methods:

By email: secretary@downsyndromewa.org.au

By post: Down Syndrome Association of WA Inc.
PO Box 3179 Nedlands Broadway WA 6009

- When completing the Proxy Form, you can either:
 - appoint your proxy to cast your vote as they see fit on your behalf; or
 - direct the proxy to vote For / Against each resolution on the Proxy Form.

- No person may be appointed as proxy for more than five members.

If you are unsure who will be at the meeting and wish to complete a Proxy Form, please contact secretary@downsyndromewa.org.au for names of people attending that would be willing to be appointed proxy on your behalf.



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<http://downsyndrome.org.au/wa/>

(08) 6253 4752

complaints@downsyndromewa.org.au

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