

Notice of Annual General Meeting

Balnarring & District Community Services Limited
A.B.N. 84 127 842 059

To be held virtually via Zoom on Tuesday 13th October 2020 at 6.00pm

Ordinary Business

1. Receipt of Annual Report

To receive the company's Financial Report, the Director's Report and the Auditor's Report for the year ended 30 June 2020.

2. Election of Directors

To consider, and if thought fit, to pass each of the following resolutions as an ordinary resolution.

Re-election of Director retiring by rotation

- (a) That **Heather Goddard** be elected as a Director of the company.
- (b) That **Chris Gurney** be elected as a Director of the company.
- (c) That **Mark Laughton** be elected as a Director of the company.
- (d) That **Pam Ford** be elected as a Director of the company.

Attending the meeting

All shareholders may attend the virtual Annual General Meeting via the following link
<https://us02web.zoom.us/j/86447790464>

Joint holders: In the case of joint shareholders, all holders may attend the Meeting. If only one holder attends (including by proxy), that shareholder may vote at the Meeting as if that holder were solely entitled to the shares. If more than one joint holder is present (including by proxy), the joint holder whose name appears first in the register may vote.

Proxy: If you are unable to attend the Meeting, you are entitled to appoint a proxy to attend and vote. See the attached Proxy Form for information on appointing a proxy.

Corporate shareholder: A corporate shareholder may appoint one or more persons to act as its representative under section 250D of the Corporations Act, but only one representative may exercise the corporate shareholder's powers at any one time. The company requires written evidence of a representative's appointment to be given to the company before the meeting.

Voting rights

Each shareholder is entitled to one vote.

For the purposes of voting at the Meeting, shares will be taken to be held by the persons who are registered as members as at 5pm on Monday 12th October 2020.

By order of the Board



Melinda Symes
Company Secretary
1 September 2020

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Explanatory Notes

This information has been included to assist you in making an informed decision about the resolutions proposed at the meeting.

Agenda item 2: Election of Directors

Re-election of Director retiring by rotation

(a) Heather Goddard retires by rotation in accordance with the constitution of the company, and being eligible, offers herself for re-election.

Qualifications, experience and expertise: Diploma of Teaching Primary & Graduate Diploma in Educational Studies (Learning Difficulties in Language and Mathematics). Retired primary teacher. State Parliamentary Electorate Officer 1982-1986. Balnarring Primary School Early Years Literacy Co-ordinator 1993-2009; BPS Sustainability Co-ordinator 2009-2011. Founding member of the Balnarring Community Wetlands Committee; member of the Friends of Balbirooro Wetlands; member of the Merricks-Coolart Catchment Landcare Group.

The board recommends the re-election of Heather Goddard.

(b) Chris Gurney retires by rotation in accordance with the constitution of the company, and being eligible, offers himself for re-election.

Qualifications, experience and expertise: Bachelor of Economics Monash University. Graduate of Australian Institute of Company Directors. Past positions in Marketing and General Management with Unilever, Beecham, SCA and Bakers Delight. Key roles were Acting Managing Director Sancella SCA UK, General Manager Deeko, Logistics and Purchasing Manager CHH/SCA, President COBS Bread North America (Bakers Delight), GM Marketing and Operations Bakers Delight Australia and NZ. Current positions part time, Director Bakers Delight Holdings Ltd.

The board recommends the re-election of Chris Gurney.

(c) Mark Laughton retires by rotation in accordance with the constitution of the company, and being eligible, offers himself for re-election.

Qualifications, experience and expertise: Mark has worked as a Lawyer at BSA Legal Balnarring since 2011 prior to being a member of Victoria Police for 23 years. Marks holds a Bachelor of Law (Honours), Graduate Diploma in Legal Practice and a Cert IV in Workplace Training and assessment. He is the Vice-President of the Crib Point Football Netball Club and a life membership of the Balnarring Junior Football club.

The board recommends the re-election of Mark Laughton.

(d) Pam Ford retires by rotation in accordance with the constitution of the company, and being eligible, offers herself for re-election.

Qualifications, experience and expertise: Tertiary qualifications: Diploma of Welfare Studies, B.Arts Sociology and Human Resources, Monash University. Mornington Obedience Dog Club, Secretary; Western Port Visitors Information Centre and extensive experience in senior positions in Local Government and Community Organizations.

The board recommends the re-election of Pam Ford.

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Please complete relevant sections below to update correspondence preference.

Name

Address

Post Code

Email address

Annual Report

I would like to receive a copy of the Annual Report by the following means:

- By email
- By mail

Notices of Annual General Meeting and Proxy Forms

I would like to receive Notices of Annual General Meeting and Proxy Forms by the following means:

- By email
- By mail

Newsletters and other correspondence

I would like to receive newsletters and all other communication by the following means:

- By email
- By mail

If two or more shareholders reside at your address, please indicate if you would be happy to receive one copy of the Annual Report, Notice of Annual General Meeting (along with the appropriate number of Proxy Forms), newsletter and any other correspondence per household? YES / NO

Documentation may be lodged in any of the following ways:

To the company's registered office at Balnarring & District Community Bank Branch, Shop 28, Balnarring Village Shopping Centre, Balnarring VIC 3926 OR PO Box 218 Balnarring Vic 3926 or email to secretary@bdcs.net.au or facsimile (03) 5983 2828