

Notice of Annual General Meeting

Upper Yarra Community Enterprise Ltd
ABN 54 090 252 627

To be held at 7.00pm on Wednesday 17 November 2021 ONLINE

Due to COVID-19 Restrictions this Annual General Meeting
will be held as a virtual meeting

Registering your intention to attend online is required.

Register via email request to: chair@upperyarra.net.au or phone 0437 373 752
You will be provided with a link and passcode to the ONLINE AGM

Agenda

1. Welcome
2. Apologies
3. Presentation Ian De La Rue Youth Initiative Award
4. Reports
 - a. Chairs Address
 - b. Bank Managers Address
 - c. Bendigo Bank Address
5. Ordinary Business
 - a. 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 2021.

An opportunity will be provided to ask questions of the Annual report at this point, to assist with the efficient operation of the meeting written questions prior to the meeting are preferred.
 - b. Election of Directors
To consider, and if thought fit, to pass each of the following resolutions
These Directors retire by rotation in accordance with the constitution of the company, and being eligible, offers themselves for re-election.
 - i. That **Sally Brennan** be re-elected as a director of the company
 - ii. That **Hazel Clothier** be re-elected as a director of the company
 - iii. That **Elizabeth Fox** be re-elected as a director of the company
 - c. Retirement of Director
Director David Schloeffel has indicated his intention to retire effective from the AGM. In line with the company constitution and charter an expression of interest process will be undertaken following the AGM. This process will focus on filling skill gaps identified in a recent assessment of the Board.
6. Questions without notice
7. Meeting close

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Attending the meeting

All shareholders may attend the Annual General Meeting ONLINE.

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. Proxies must be received by the company **not later than 2.00pm on 16 November 2021** before the meeting. Any Proxy Form received after that time will not be valid for the scheduled meeting.

A Proxy form may be lodged in any of the following ways:

Electronic	Email to chair@upperyarra.net.au
Hand Delivered	Warburton Office at 3399 Warburton Highway Warburton or the Community Bank Yarra Junction Shop 1 2453 Warburton Highway Yarra Junction
Post	To the company's registered office UYCE Ltd PO Box 434, Warburton VIC 3799

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 01 October 2021.

By order of the Board



Rodney McKail
Company Secretary
Upper Yarra Community Enterprise Ltd