

Asian Australian Lawyers Association Inc.
Reg. No. A0060052T / ARBN 604 922 812
(the Association)

Notice of 2021 National Annual General Meeting
(National AGM)

NOTICE IS GIVEN that the National AGM of the Members of the Association will be held as follows:

Place:	Online via Zoom, with details to be circulated to Members following registration
Date:	Tuesday, 30 November 2021
Time:	7.00pm AEDST (Canberra, Hobart, Melbourne, Sydney) (for a 7.30pm start) 6.30pm ACDST (Adelaide) (for a 7.00pm start) 6.00pm AEST (Brisbane) (for a 6.30pm start) 5.30pm ACST (Darwin) (for a 6pm start) 4.00pm AWST (Perth) (for a 4.30pm start)
	<u>Important:</u> from 7.00pm – 7.30pm AEDST, registration and credentialling of members will take place. You must log on online during this time to be properly registered and credentialled before the National AGM commences at 7.30pm AEDST.

ITEMS OF BUSINESS

ITEM
1. Acknowledgment of Country
2. Appointment of Chair of National AGM by Ordinary Resolution
3. Appointment of the National Returning Officer by Ordinary Resolution
4. Confirmation of the minutes of the 2020 National AGM by Ordinary Resolution <i>Refer to Annexure B</i>
5. Receipt and consideration of reports from the National President, National Vice-President, National Secretary and National Treasurer by Ordinary Resolution
6. Receipt and consideration of the Annual Report for the 2020-2021 financial year and Financial Statements for the 2020-2021 financial year by Ordinary Resolution <i>The Annual Report for the 2020-2021 financial year and Financial Statements for the 2020-2021 financial year will be distributed to members prior to the National AGM.</i>
7. Setting of the number of Ordinary Members of the Executive Committee for 2021-2022 by Ordinary Resolution
8. Approval of the AALA membership fee structure for the 2021-2022 financial year by Ordinary Resolution

ITEM
9. Vote on proposed amendments to the AALA Constitution by Special Resolution <i>Refer to Annexure C</i>
10. Election of the Executive Committee Members (other than any Branch President and any Branch Secretary) <i>Refer to Annexure D</i>
11. Branch Showcase: Reports from Branches
12. Consideration of any other items of business

Proxy Form

Members may appoint another Member to attend, speak and vote at the National AGM, as the Member's proxy, by completing the Proxy Form and submitting it to the Association in accordance with the requirements specified on the Proxy Form itself and on the Notice of National AGM.

Non-members are welcome to attend the National AGM but will not be eligible to vote on the items of business (see further details below on eligibility to vote).

Eligibility to vote

For the purposes of the National AGM, a person is entitled to vote if:

- the person is a Member of the Association (other than an Associate Member);
- more than 10 business days have passed since he or she became a Member; and
- the Member's membership rights are not suspended for any reason.

If you have not yet paid your membership fees for the 2021-2022 financial year, you must do so by 11.59pm AWST 15 November 2021. If you do not pay your membership fees for the 2021-2022 financial year by this time, you will NOT be eligible to vote at the National AGM.

Elections

If required, elections for the positions of National President, National Vice-President, National Secretary and National Treasurer, and (if required) a single election for Ordinary Members of the Executive Committee, will be held at the National AGM.

Please see attached the Nomination Form, AALA National Policies and Position Descriptions for more information.

Completed Nomination Forms must be returned by **7pm AEDST Sunday 28 November 2021:**

- by email to:
returningofficer@aala.org.au

All Executive Committee candidates' statements will be e-mailed to all Members eligible to vote at the National AGM two days before the National AGM.

RSVP

You must register to attend the National AGM.

Registration to attend the National AGM closes at 7pm AEDST Monday 29 November 2021 via the following link:

<http://membersuite.aala.org.au/event-4561714>

Inquiries

General inquiries should be directed to Matt Floro, National Secretary of the Association, by email to secretary@aala.org.au.

Inquiries about elections should be directed to Nai Yan Yeap, National Returning Officer of the Association, by email to returningofficer@aala.org.au.

Dated this 9 November 2021.

Matt Floro
National Secretary
Asian Australian Lawyers Association Inc.

- [Annexure A – AALA Constitution](#);
- [Annexure B – Minutes of the 2020 National AGM](#);
- [Annexure C – Proposed Constitutional Amendments and rationale](#);
- [Annexure D – Nomination Form for Executive Committee Members](#); and
- [Annexure E – National AGM Proxy Form](#).

Participants in the National AGM and Branch Meetings for 2021 must also read the following documents:

- AALA National Policies
 - [Code of Conduct and Conflict of Interest Policy](#)
 - [Election Policy](#)
 - [National Anti-Discrimination, Bullying and Harassment Policy](#)
 - [National Sexual Harassment Policy](#)
 - [Social Media Policy](#)
 - [Technology and Data Policy](#)
- AALA Position Descriptions
 - [National President](#)
 - [National Vice-President](#)
 - [National Secretary](#)
 - [National Treasurer](#)
 - [Branch President](#)
 - [Branch Secretary](#)
 - [Executive or Branch Committee Member](#)