



ICN 7564

100 East Coast Road, Dunwich Q 4183

07 3415 2816

ABN 30457275826

PO Box 235, Dunwich Q 4183

admin@QYAC.net.au

19 February 2024

Dear Member,

Notice of Quandamooka Yoolooburrabee Aboriginal Corporation Registered Native Title Body Corporate 7564 Annual General Meeting ("AGM").

Quandamooka Yoolooburrabee Aboriginal Corporation Registered Native Title Body Corporate ("QYAC") is the registered Prescribed Body Corporate ("PBC") created in accordance with the *Native Title Act 1993* (Cth). QYAC acts as the agent for the Quandamooka Peoples Native Title rights and interests in land and sea Country.

Please find enclosed the information listed below:

1. Notice of AGM
2. Agenda
3. Important information for Members and prospective Directors
4. Proxy Vote Form
5. RSVP Form

Please note that this AGM relates to QYAC matters that occurred during the 2022/2023 Financial Year (1 July 2022 to 30 June 2023).

A copy of the 2023 Annual Report will be available at the AGM and for download at a future date.

Please visit our **Facebook** site for updates regarding the AGM and other exciting activities taking place on Country.

The Proxy Form and RSVP Form are in PDF format. Please print these out and fill in by hand and either scan or take a photo to submit back to the QYAC Admin Team. You can also request a word version of the form via email.

For catering purposes can you please confirm your attendance by Friday 8 March 2024 and notify us of any dietary requirements.

We look forward to hearing from you.

QYAC Admin Team



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NOTICE OF ANNUAL GENERAL MEETING

Quandamooka Yoolooburrabee Aboriginal Corporation (QYAC), Registered Native Title Prescribed Body Corporate 7564, gives notice to all Members of QYAC that an Annual General Meeting (AGM) will be held on:

Date:	Saturday 16 March 2024
Time:	Registration from 9:00 am for a 10:00 am start
Location:	Minjerribah Ganaba 100 East Coast Road, Dunwich, Minjerribah (North Stradbroke Island)

Please return the enclosed RSVP Form by **Friday 8 March 2024** or contact the office: admin@qyac.net or phone (07) 3415 2816.



Agenda - QYAC 2023 AGM

1. Welcome to Country
1. Opening of AGM by QYAC Chairperson
2. Confirmation of Chair of Meeting
3. Apologies
4. Acceptance of proxy votes
5. Acceptance of previous minutes and business arising
6. Reports of the Corporation for the financial year beginning **1 July 2022** and ending **30 June 2023**
 - Chair report
 - Financial audit report
7. Questions and answers of the Directors
8. Resignation of Directors
 - Terms expired
 - (i) Karen Rylance (Sidney Rolands (Kingal/Winyeeaba))
 - (ii) Bain Stewart (King Billy Toompani)
 - (iii) Paul Martin (Tilly Dalton)
9. Election of Directors:
 - (i) Sidney Rolands (Kingal/Winyeeaba)
 - (ii) King Billy Toompani
 - (iii) Tilly Dalton
 - (iv) Elizabeth Ruska
 - (v) Lillian Lyons
 - (vi) Charlie Moreton (Dandruba)
10. Closing remarks
11. Meeting closed



Important Information for Members and Members looking to become a Director of QYAC

Directors Training

Members seeking to nominate as a director at this AGM must attend a QYAC Directors Training session being offered at Minjerribah Ganaba at **2:00pm on Friday 15 March 2024**.

Please note that this training is specific to QYAC and completion of this course is a prerequisite to nomination to become a director.

If you intend to undertake this training, please contact admin@qyac.net by **8 March 2024**.

The session runs for approximately 2 hours and ensures that nominees understand the roles and responsibilities of being a director under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006* (Cth) and QYAC Rulebook.

Proxies - QYAC 2023 AGM

A member who is entitled to attend and cast a vote at a general meeting may appoint a person as proxy to attend and vote for them at the meeting. The person appointed as a member's proxy must be a member of QYAC. The appointment can only specify one proxy vote per member. A proxy's authority to speak and vote for a member at a meeting is suspended if the member is present at the meeting.

To appoint a proxy, please complete the attached Proxy Vote Form and mail or deliver it to QYAC so that it is received at QYAC's office at least 48 hours before the meeting, that is, by 10:00 am on Thursday 14 March 2024.

In accordance with the QYAC Rule Book, any proxies received after that date/time including proxies received on the day will be invalid. **A Proxy Vote Form is attached to this Notice.**

Voting - QYAC 2023 AGM

All matters, except the election of directors, are to be decided by vote of the members present at the meeting and valid proxy votes, by simple majority.

There is one director's position for each of the 12 Quandamooka Families. The directors' positions for each family will be appointed for 3 year terms. Where a director steps down before the end of the 3 year term, a family will elect the director for the remainder of that term at the following AGM.

Upon registration, each member will be provided with a coloured wristband to vote. Election for family group directors will be conducted with only those wearing an appropriate coloured wrist band being allowed to vote.

When a director's term expires or a director resigns, nominations for the family director position will be called. If there is only one nominee for director in respect of the 12 director's positions then the nominee will be appointed unopposed. If there is more than one nominee for family director then the appointment is determined by vote of those members present at the meeting who are also members of the relevant Quandamooka Family.

In accordance with the CATSI Act, where elections for Directors to the QYAC Board are held, all nominating members will be required to complete a **Consent to Become a Director Form** to enable the member to stand in the election.

Members are asked to please provide details of any changes to ensure our membership register can be kept up to date.

As outlined in QYAC rules, there is no financial assistance provided to attend the AGM.



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Proxy Vote Form - QYAC AGM Schedule 5 –

APPOINTMENT OF PROXY

Corporations (Aboriginal and Torres Strait Islander) Act 2006

I, _____ (full name of member)

of _____ (address of member)

being a member of **Quandamooka Yoolooburrabee Aboriginal Corporation RNTBC**

hereby appoint _____ (full name of proxy)

of _____ (address of proxy)

Being a member of that Aboriginal and Torres Strait Islander Corporation, as my proxy to vote for me on my behalf at the annual general meeting of the Corporation to be held on the 16th day of March 2024 and at any adjournment of that meeting. (Optional – if member wishes to specify the way the proxy is to vote on a particular resolution, include additional information here)

Signed : _____ (member signature)

Date : _____ (dd/mm/yyyy)

Note : A person must not exercise proxies for more than 1 member.



Quandamooka Yoolooburrabee Aboriginal Corporation RNTBC

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RSVP Form - QYAC AGM 2023

RSVP for the Quandamooka Yoolooburrabee Aboriginal Corporation AGM.

Please **reply by Friday 8 March 2024** for catering purposes.

Full Name	
Apical Ancestor	
Email	
Phone	
Address	

AGM Attendance (please delete one line or check the box)

YES I will be attending the QYAC AGM	<input type="checkbox"/>
NO I will NOT be attending the QYAC AGM	<input type="checkbox"/>

Dietary Requirements for AGM Catering (Please check box)

Gluten Free	<input type="checkbox"/>	Vegetarian	<input type="checkbox"/>
Dairy Free	<input type="checkbox"/>	Other	<input type="checkbox"/>

Please return before Friday 8 March 2024 to QYAC by :

Email : admin@qyac.net.au	Post : QYAC, PO Box 235, Dunwich QLD 4183
Office : 100 East Coast Rd, Dunwich QLD 4183	Phone : 07 3415 2816