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# NOTICE TO MEMBERS

# Annual General Meeting

# Saturday 26th November 2022 at 12:00pm AEDT

Blind Citizens Australia (BCA) will hold its 47th Annual General Meeting (AGM) in a virtual capacity on Saturday 26th November 2022 at 12:00pm AEDT (NSW, ACT, Vic, Tas), 9:00am AWST (WA), 10:30am ACST (NT), 11:00am AEST (Qld), 11:30am ACDT (SA).

The AGM will be held via Zoom, and all members can connect via landline phone, smartphone, tablet or computer.

The agenda for the AGM is attached and includes presentation and discussion of the Annual Review and Directors’ Report and Financial Statements; as well as the announcement of the election of Director, and NSW/ACT State Division Committee members. The National Policy Council by-laws have been updated, and BCA is now calling for expressions of interest for the vacant state-based representative positions, replacing the nomination and election process. The board has decided to reintroduce a membership fee for Blind Citizens Australia; this will be presented as an item of other business at this year's AGM.

The Resolution to be put to the Annual General Meeting reads:

“Clause 8.1 of the BCA Constitution provides that the once only joining fee for Full, Associate and Junior Members is determined by the BCA Board, subject to ratification by members at an Annual General Meeting. This meeting endorses the decision of the Board to set the joining fee at $20.00.”

All full members are entitled to one vote each in relation to any resolution put to the AGM. If full members are unable to attend this meeting in person, they may appoint the chairperson, or another full member as a proxy. Further information and a proxy form is available via [www.bca.org.au/events/agm-2022/](http://www.bca.org.au/events/agm-2022/).

It is important to note that no election will take place at the AGM. Instead, telephone, SMS and online voting will be available for this year’s elections. All eligible full members of BCA will have the opportunity to vote via telephone, SMS or online, should an election be necessary.

## Elections

### Call for Nominations for Directors

This year, there is one vacancy for a director of BCA, for a three-year term.

The Director who has served a three-year term on the BCA board, and is eligible for renomination is Doug McGinn.

### Call for Nominations for NSW/ACT State Division

There are three (3) NSW committee member positions up for nomination, each for a two-year term.

The NSW members who have served their initial term are: Ben Clare, Mark Scofield, Suzy Hudson.

To nominate as a NSW state division committee member, you, and your nominator and seconder must reside in NSW.

At the 2021 AGM, the ACT representative was elected for a two-year term, therefore no election is required this year.

### How to Nominate

Nominees for all positions must be full members of BCA as at 30 June 2022 and are encouraged to familiarise themselves with the relevant position description and the BCA Code of Conduct. Eligible members may nominate for more than one position (using the combined nomination form). These are available via [www.bca.org.au/events/agm-2022/](http://www.bca.org.au/events/agm-2022/), or by contacting BCA.

A Director may also hold a position on the NSW/ACT State Division Committee, if based in NSW. For clarity it is recommended that a separate nomination form be completed for each nominated position.

Valid nomination forms must include the names and current contact details of a nominator and seconder, as well as the nominee, all of whom must be full members of BCA as at 30 June 2022, and for the State Division must all reside in NSW. Please note that BCA is strongly committed to ensuring the nomination process is fully accessible to our members. As such, signatures are not required. Instead, Company Secretary, Sally Aurisch will take all necessary steps to verify the validity of nominations.

All nominations must be accompanied by a written statement of no more than 300 words in support of the nomination by, or on behalf of the nominee. Nomination forms and nominee statements should be submitted in Microsoft Word or text format. Please contact Sally Aurisch, Company Secretary on 1800 033 660, if you need to submit your nomination in another format.

Nominations and accompanying statements must reach Sally Aurisch, Company Secretary, at [companysecretary@bca.org.au](mailto:companysecretary@bca.org.au) by 5.00pm Monday 17th October 2022.

### Voting Process

Only full members of Blind Citizens Australia as at 30 June 2022 may cast a telephone, SMS or online vote. Further instruction on how to vote will be provided if or when an election is required.

### Election of Directors

As there is only one position available, if only one valid nomination is received, that member will be declared elected and there will not be a ballot. If more than one valid nomination is received, there will be a ballot.

At the close of the poll, the nominee with the highest number of valid votes received will be declared elected for a three-year term.

### Election of NSW/ACT State Division Committee

If three (3) or fewer nominations are received for the NSW representatives, that number will be declared elected and there will not be a ballot. If there are four or more NSW nominees for election at the close of the nomination period, a ballot will be held among members resident in NSW. At the close of the poll, the three nominees with the highest number of valid votes received will be declared elected for a two-year term.

### Voting

If a ballot is required for any position, instructions on casting a telephone, SMS, or online vote, along with the details of all nominees and their supporting statements, will be mailed to all eligible full members. Voting will open on Monday 7th November and will close on Monday 21 November 2022. Any votes received after this date will not be counted.

The Company Secretary will declare the results of all polls at the AGM on 26th November 2022.

## National Policy Council call for expressions of interest

In recent years, members of the National Policy Council (NPC) have been elected by the members of the state they seek to represent. Very few candidates have nominated for election; there have only been two elections for NPC positions since 2016. Candidates have been more willing to express interest in vacant positions and they have subsequently been appointed to the NPC by the board. The board knows there are members interested in policy development and is committed to ensuring that the NPC is comprised of talented representatives from each state and the ACT. The process is being simplified, with interested members from states that have vacancies asked to express interest in the NPC, rather than to stand for election. If multiple candidates from a state express interest, a nominations committee will make selections based on the person's qualifications, experience and interest and on the need for the NPC to represent the diversity of our membership. We hope this new process will encourage those with an interest in policy in New South Wales, Western Australia, South Australia and Tasmania to apply. The term for each position will continue to be two years from appointment.

To express interest in a NPC position, please provide a declaration that you have read the position description and a supporting statement of no more than 300 words outlining your suitability for the position. Expressions of interest should be emailed in Word or text format to [companysecretary@bca.org.au](mailto:companysecretary@bca.org.au) by close of business on Monday 17th October 2022. If you are unable to submit your expression of interest electronically, please call BCA on 1800 033 660 for assistance.

## Pre-election Information Briefing

BCA is holding a pre-election briefing for potential candidates. This will provide an opportunity to gain information on BCA’s governance and ask questions of current board, NPC members and NSW/ACT State Division Committee members about their roles and responsibilities. The session is designed to assist candidates in making an informed decision before nominating.

The briefing is scheduled for Tuesday 4th October 2022 at 7:15pm AEDT. Please advise if you are attending via the contact details listed below my signature.

## Summary

On behalf of the board and staff of BCA, I do hope you can join us at this year’s Annual General Meeting. I encourage you to consider nominating for a position as a Director of BCA, a NSW/ACT State Division Committee member, or submitting an expression of interest for a National Policy Council representative position. By doing so, you are supporting our vision:

BCA believes in a future in which our trusted leadership and positive influence achieve equity for people who are blind or vision impaired, where we can live our lives in any way we choose, in a place that respects, recognises and responds to our uniqueness and diversity.

Sally Aurisch

Company Secretary

26 September 2022

BCA contact details are:

Phone: 1800 033 660

SMS: 0436 446 780

E-mail: [companysecretary@](mailto:companysecretary@)bca.org.au

Website: www.bca.org.au