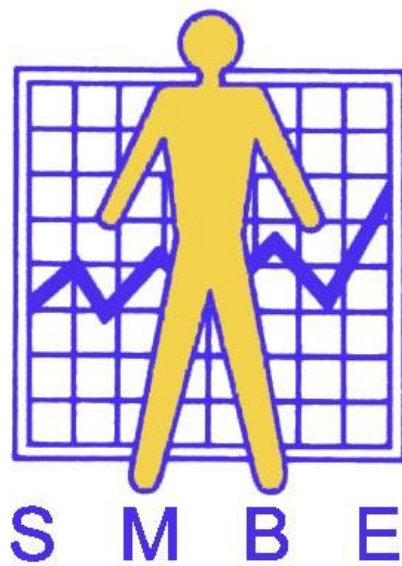


The Society for Medical and Biological Engineering Victoria Inc.



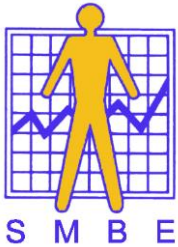
Notice of Annual General Meeting

Tuesday 19 October 2021

To be Held At
6.00 PM AEDT

The Tower Hotel
Hawthorn East

On-line via Videoconferencing
& Voting Paper only



Preamble

Your Annual General Meeting – Important Meeting Procedure Change due to COVID-19

Your Annual General Meeting (AGM) which is due shortly, is an important process for the Society and whilst occurring during this time of social distancing and group meeting restrictions, legislatively it is still required to be held.

Your Committee have planned to proceed with this Meeting putting in place reasonable changes as to how the Meeting will be held. The Meeting will still formally be held at the designated meeting venue, however there will be no one physically attending, and Members are requested not to come to the venue.

David Smith is inviting you to a scheduled Zoom meeting.

Topic: SMBEVic AGM

Time: Oct 19, 2021 06:00 PM Canberra, Melbourne, Sydney

Join Zoom Meeting

<https://us02web.zoom.us/j/89488641938?pwd=eUY3NlhqaGZKaXIVbkFFRWWhNRU9WZz09>

Meeting ID: 894 8864 1938

Passcode: 923174

One tap mobile

+61731853730,,89488641938#,,, *923174# Australia

+61861193900,,89488641938#,,, *923174# Australia

Dial by your location

+61 7 3185 3730 Australia

+61 8 6119 3900 Australia

+61 8 7150 1149 Australia

+61 2 8015 6011 Australia

+61 3 7018 2005 Australia

Meeting ID: 894 8864 1938

Passcode: 923174

Find your local number: <https://us02web.zoom.us/j/89488641938?pwd=eUY3NlhqaGZKaXIVbkFFRWWhNRU9WZz09>

The information that follows includes:

An agenda containing: –

a list of the motions that will be addressed at the AGM

a list of the Committee member candidates

explanatory schedules for further information on some of the motions

financial reports (including proposed budgets)

A voting paper containing motions requiring your vote.

A proxy form, should you want to authorise someone to vote on your behalf

Yours faithfully

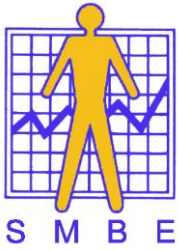
David Smith, Secretary SMBEVic Inc.

PO Box 25023

Melbourne VIC. 3004

Secretary E-mail: smbe.info@gmail.com

ABN 82 309 581 518



Annual General Meeting Agenda

This agenda lists the details of how the meeting will be conducted and the motions to be considered at the meeting. The full text of each motion is set out in the accompanying voting paper. Any additional material is included in the explanatory schedule.

Registration

Confirmation or Withdrawal of Proxies and Voting Papers

Quorum

Open Meeting at 6.00pm

Annual General Meeting Agenda

Statutory Motions

1. Confirmation of Minutes of Previous Meeting - Motion by Ordinary Resolution

The minutes of the Annual General Meeting held on 17 November 2020 be confirmed.

2. Adoption of Financial Statements - Motion by Ordinary Resolution

The Financial Report of the Balance Sheet and Statements of Income and Expenditure for the year ending 30 June 2021 be adopted and confirmed.

3. Non-Audit of Accounts for Ensuing Financial Year – Motion by Special Resolution

That the Accounts of the incorporated body are not audited for the ensuing Financial Year.

4. Appointment of Auditor - Motion by Ordinary Resolution

That the committee select KPMG, for auditing the body corporate financial records, should the members recommend an audit at the Annual General meeting.

5. Electronic Voting – General meetings – Motion by Ordinary Resolution

Voters for general meetings of the incorporated body may cast a vote by completing and signing an electronic form of the voting paper, in accordance with the instructions provided and submitting the paper electronically to the Secretary of the incorporated body in accordance with the CONSUMER AFFAIRS VICTORIA ASSOCIATIONS INCORPORATION ACT (1981) and Regulations and the Electronic Transactions (Victoria) Act 2000 (as amended).

6. Election of Committee

Your present Committee Members are:

2020-2021

President Paul Junor

Vice-President Leon Alexander

Treasurer Robert Barnett

Secretary David Smith

Medical Graduate Jim Cameron

Non-Medical Hospital Staff Rebecca Bailey

Educational Establishment David Grayden

Commercial Establishment Dani Forster

Scientific Establishment Emma Moore

Student Member Stephanie Doyle

General Committee Jesus Campo Uribe

Shoo Chin Siah

Natalie Rode

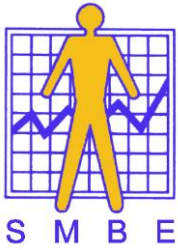
Kushan Thirunavukkarasu

PO Box 25023

Melbourne VIC. 3004

Secretary E-mail: smbe.info@gmail.com

ABN 82 309 581 518



Voting Paper

You can attend your AGM by teleconference and submit your voting paper. You may also appoint a proxy to vote on your behalf.

To vote on these motions in writing, please detach this Voting Paper and tick either the "YES", "NO" or "ABSTAIN" box beside each motion. For motions with alternatives, you are also required to tick one of the alternatives. After signing the bottom of each page of the Voting Paper, please forward it to the Secretary, Email smbevic.info@gmail.com so that it is received before the meeting date. Do not hand your voting paper to anyone other than the Secretary or c/- SMBEVic ensure your vote is valid.

Statutory Motions -

1. Confirmation of Minutes of Previous Meeting - Motion by Ordinary Resolution

THAT the Minutes of the Annual General Meeting held on 17 November 2020 be confirmed.

YES NO ABSTAIN

Motions from the Committee -

2. Acceptance of Financial Report - Motion by Ordinary Resolution

THAT the Incorporated body :

Adopt Financial Report of the Balance Sheet and Statements of Income and Expenditure for the year ending 30 June 2021 approved by the Committee on 14 September 2021.

YES NO ABSTAIN

3. Non-Audit of Accounts for Ensuing Financial Year – Motion by Special Resolution

That the Accounts of the incorporated body are not audited for the ensuing Financial Year.

YES NO ABSTAIN

4. Appointment of Auditor - Motion by Ordinary Resolution

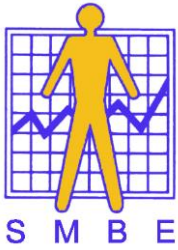
That the committee select KPMG, for auditing the body corporate financial records, should the members recommend an audit at the Annual General meeting.

YES NO ABSTAIN

5. Electronic Voting – General meetings – Motion by Ordinary Resolution

Voters for general meetings of the incorporated body may cast a vote by completing and signing an electronic form of the voting paper, in accordance with the instructions provided and submitting the paper electronically to the Secretary of the incorporated body in accordance with the CONSUMER AFFAIRS VICTORIA ASSOCIATIONS INCORPORATION ACT (1981) and Regulations and the Electronic Transactions (Victoria) Act 2000 (as amended).

YES NO ABSTAIN



Proxy Form

FORM OF APPOINTMENT OF PROXY

I,

(name)

of

(address)

being a member of the Society for Medical and Biological Engineering,

appoint

(name of proxy holder)

of

(address of proxy holder)

being a member of that Incorporated Association, as my proxy to vote for me on my behalf at the annual/special*
general meeting of the Association to be held on

.....

(date of meeting)

and at any adjournment of that meeting.

My proxy is authorised to vote in favour of/against* the following resolution (insert details of resolution).

.....

Signed

Date

* Delete if not applicable