




Notice is hereby given that the 2021 Annual General Meeting (AGM) of the Members of the Pharmaceutical Society of Australia Limited (PSA) ABN 49 008 532 072 will be held:

	Date:	Thursday, 28 October 2021
	Time:	6:00pm (AEDT)
	E-venue:	Zoom Webinar

Members can participate online using their smartphone, tablet or computer and will be able to view a live webcast with the ability to participate, ask questions, make comments or otherwise speak to the extent they are entitled to do so and cast direct votes at the appropriate time whilst the meeting is in progress.

### Registration for the AGM

Pre-register at [www.psa.org.au/about/annual-report-agm-notice/](http://www.psa.org.au/about/annual-report-agm-notice/) no later than 4pm (AEDT) Thursday, 28 October 2021. Following your registration, you will receive an email containing a link which you will need to log in to the Zoom meeting on the date of the AGM. Please join the AGM no later than 5:45pm for a 6:00pm (AEDT) start.

### Communicating at the AGM

It is important that Members have the opportunity to communicate their views. Members are encouraged to participate in the AGM by watching the live webcast and asking questions and voting in the manner described below.

### How can Members participate remotely?

- Members can appoint the Chair of the AGM (or another individual) as their proxy prior to the AGM [no later than 6:00 pm (AEDT) Wednesday, 27 October 2021]. Members can complete the *Proxy Form* **here** to provide specific instructions on how their vote is to be exercised on each item of business to be considered at the AGM. Your appointed proxy must follow your instructions. Instructions on how to vote are set out in the *Proxy Form*.
- Members are encouraged to submit questions to PSA 48 hours ahead of the AGM by emailing [company.secretary@psa.org.au](mailto:company.secretary@psa.org.au).
- Members and proxy holders will have the ability to ask questions during the AGM via the online platform using the 'Q&A' and 'Chat' functions and by speaking when being provided with an opportunity to do so, subject to connectivity of their device.

## Voting at the AGM

All voting at the AGM will be conducted by poll. Ordinary Financial Members are entitled to vote at the AGM and their vote may be given by Zoom poll or proxy in accordance with the instructions provided on the Proxy Form, provided that the Member is an Ordinary Financial Member as at the date of the AGM.

To vote by Zoom poll, members will be prompted to answer the polling questions and all responses will remain anonymous.

Any eligible Member unable to attend the AGM is entitled to appoint a proxy to attend and vote on their behalf in accordance with the directions on the Proxy Form. The proxy need not be a Member of PSA.

Any instrument appointing a proxy must be in writing, in the form prescribed by the Board under the hand of the appointer or the appointor's attorney duly authorised in writing. The instrument appointing the proxy [and the power of attorney or other authority (if any) under which the instrument is signed or proof of the power or authority to the satisfaction of the Board] must be received by PSA no less than 24 hours before the AGM by emailing or mailing your completed Proxy Form to PSA using either of the addresses specified below.

### Mail:

ATTN: Company Secretary  
Pharmaceutical Society of Australia  
Level 1, 17 Denison St  
DEAKIN ACT 2600

### Email:

[company.secretary@psa.org.au](mailto:company.secretary@psa.org.au)

All directed proxies received will be included in the vote count for a given poll.

## Ordinary Business of the Meeting

- To confirm the minutes of the 2020 AGM.
- To receive and consider the PSA's audited financial report and reports of the Directors and Auditor for the financial year ended 30 June 2021.
- To receive and consider the President's Report.
- To consider any other business that may be brought before the AGM in accordance with the Constitution or the Corporations Act 2001 (Cth).

A representative of PSA's auditor will be available at the AGM to answer questions relevant to the audited financial report, reports of the Directors and auditor for the financial year ended 30 June 2021.

By Order of the Board of Directors.

**Mark Kinsela**

Chief Executive Officer and Company Secretary

## Related Documents

1. Proxy Form
2. A copy of PSA's 2020-2021 Annual Report can be found at the PSA website. You will need to be logged in as a PSA member to view this content.

*For assistance and further detail please contact the Company Secretary at [company.secretary@psa.org.au](mailto:secretary@psa.org.au).*