

Notice of Annual General Meeting

Notice is hereby given that the 2024 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 November 2024**
Time: **6:00 pm (AEDT)**
Virtual Attendance Preferred: **Members are strongly encouraged to attend virtually.**

The AGM will be held at the PSA Canberra Office, Level 1, 17 Denison Street DEAKIN ACT 2600 Australia; members are encouraged to attend virtually. Virtual attendance will ensure all members can fully participate in the meeting regardless of location. Voting and engagement are the same for virtual and in-person attendees. Poll voting ensures that your vote counts regardless of how you attend.

How to Register for the AGM (Virtual Preferred)

1. [Register here](#) by noon AEDT on Thursday, 28 November 2024.
2. After your registration is confirmed, you will receive an email with a unique link to log in to the meeting.
3. On the day of the AGM, click the link to join the meeting no later than 5:45 pm AEDT to ensure you're ready for the 6:00 pm start.

Still Prefer to Attend In-Person?

While virtual attendance is strongly preferred, if you still wish to attend the meeting in person at the PSA Canberra office, please email the Company Secretary at company.secretary@psa.org.au no later than noon AEDT on 27 November 2024 to register your attendance.

Communicating at the AGM

We value member participation and feedback. Members are encouraged to ask questions and share their views during the AGM. There are two ways to communicate during the AGM:

1. Submit Questions in Advance: Send your questions to the PSA by emailing company.secretary@psa.org.au at least 48 hours before the AGM.
2. Ask Questions Live: During the AGM, members and proxy holders can ask questions through the virtual platform and speak when provided the opportunity. Please ensure your device is connected and functioning correctly for smooth participation.

Voting and Proxies

- 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 votes may be given by poll or proxy.
- Appointing a Proxy: If you cannot attend the AGM, you can appoint the Chair of the AGM (or another individual) as your proxy to vote on your behalf. Complete the Proxy Form enclosed with this Notice to provide specific instructions on exercising your vote.
 - Submit your Proxy Form by 6:00 pm AEDT, Wednesday, 27 November 2024.
 - Your appointed proxy must follow your instructions in the Proxy Form.

- Proxies must be in writing and submitted by email to company.secretary@psa.org.au or by mail to PSA's registered office, as specified in the Proxy Form.

Ordinary Business of the Meeting

At the AGM, members will be asked to receive and consider the following matters:

- Minutes of the previous annual general meeting
- Audited financial statements
- Auditor's report
- Directors' report
- Appoint the external auditor for the next financial year

A representative of PSA's external auditor will attend the meeting to answer any questions related to the audited financial report for the year ended 30 June 2024.

By Order of the Board of Directors.

Joanna Bell

Company Secretary

Related Documents

1. Proxy Form
2. Minutes of 2023 Annual General Meeting
3. Annual Report
4. Financial Statements for FY2024

For assistance and further details, please contact the Company Secretary at company.secretary@psa.org.au.