

18 September 2017

NOTICE OF ANNUAL GENERAL MEETING

In accordance with clause 10(e) of the SISA Constitution, SISA members are hereby given notice that the 2017 SISA Annual General Meeting will be held as follows:

DATE: FRIDAY 20 OCTOBER 2017 COINCIDING WITH THE SCHEDULED OCTOBER GENERAL MEETING

TIME: REGISTRATION – 8.30AM
MEETING COMMENCES 9.00AM

VENUE: SAGE HOTEL, 208 SOUTH TERRACE, ADELAIDE

Members are reminded that only Full Members are entitled to vote at the meeting. However, Associate Members are encouraged to attend for the release of the Annual Report for the 2016-17 year.

Members intending to attend the meeting are asked to advise the SISA office accordingly.

Full Members unable to attend can seek the agreement of another Full Member representative to act as their proxy, and complete and sign the attached proxy form. Persons nominating proxies should promptly notify the SISA office of the name of their employer and the identity of the person who will be the proxy using the form enclosed. *Please note that SISA staff cannot act as proxies.*

Full Members wishing to nominate for the SISA Executive Committee for 2017-18 should read the attached explanatory letter, then complete and sign the nomination form, have it seconded by another Full Member, authorised by their employer and return it to the SISA office by the specified date.

Yours sincerely,



ROBIN SHAW
Manager
Self Insurers of South Australia

18 September 2017

TO: SISA FULL MEMBERS

RE: NOMINATIONS FOR THE 2017-18 EXECUTIVE COMMITTEE

The SISA Annual General Meeting will be held on **Friday, 20 October 2017**.

As required by Clause 5(b) of the Association's Constitution, the Executive Committee is elected at the Annual General Meeting. Clause 5(b) of the Constitution states in part:-

"The Committee shall consist of at least five (5) members and no more than twelve (12) members, one of whom will be the Chairperson of SISA...Committee Members shall be elected by the membership at an Annual General Meeting and shall be the nominated representative of their Full Member organisation".

The current remaining members of the 2016-17 Executive Committee are:-

Chair	Mr Matthew Mann	Viterra Pty Ltd
Deputy Chair	Mr Stephen Thomas	James Brown Memorial Trust Inc
Treasurer	Ms Rachel Webber	Boral Ltd
Committee	Mr Stevie Sanders	LGA Workers Compensation Scheme
	Mr Mark Linke	Southern Cross Care Inc
	Ms Dorota Clausen	Pernod Ricard Winemakers

Clause 5(h) of the Constitution states:-

(h) All members of the Committee:

(i) Shall hold office for no more than two years but may be re-elected.

(ii) Must give notice of at least 21 days prior to the Annual General Meeting, immediately preceding their second year of elected office of their intention to complete the remainder of their term of office.

(iii) In absence of the notice required under Section 5(h) (ii) the Committee member shall cease to hold office and their position on the Committee shall be vacant.

The following Executive Committee Members elected or re-elected at the 2016 Annual General Meeting, have given the required 21 days' notice that they intend to complete the second year of their elected term of office. They are:

Mr Mark Linke	Southern Cross Care Inc
Ms Rachel Webber	Boral Ltd
Ms Dorota Clausen	Pernod Ricard Winemakers

Five of the Executive Committee members whose terms expire at this meeting have indicated their intention to nominate for re-election. They are:

Mr Stevie Sanders

LGA Workers Compensation Scheme

Mr Matthew Mann

Viterra Pty Ltd

Mr Stephen Thomas

James Brown Memorial Trust Inc

There will therefore be up to 6 positions on the Executive Committee eligible for election. Nominations are hereby sought from Full Members for the 2017-18 Executive Committee as per Clause 10(d) of the SISA Constitution.

Full Member representatives wishing to nominate for a position on the Executive Committee should complete the attached Nomination Form, have it authorised, proposed and seconded and return it to the Manager, Self Insurers of South Australia, 1st Floor, 202 Hutt St Adelaide SA 5000 no later than **FRIDAY 13 OCTOBER 2017**, together with a short resume in the event that nominations outnumber the vacancies and an election is required. Please note that if the form is not signed by the nominee and authorised by the member organisation's duly delegated officer, it is not valid.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Shaw', written in a cursive style.

ROBIN SHAW

Manager

Self Insurers of South Australia

SISA ANNUAL GENERAL MEETING 20 OCTOBER 2017

PROXY FORM

Note – proxies should not be allocated to the SISA Manager or staff. Proxies can only be carried by Full Member representatives.

I _____ being the Nominated Representative of
PLEASE PRINT NAME

_____ do hereby appoint
FULL MEMBER COMPANY NAME

_____ PLEASE PRINT NAME
of _____
FULL MEMBER COMPANY NAME

as my proxy to attend and vote at the Self Insurers of South Australia Inc Annual General Meeting to be held on Friday 20 October 2017 or, should that meeting be adjourned or postponed, at any resumption of that meeting or any rescheduled meeting on a later date.

SIGNATURE: _____

DATE: _____

PLEASE E-MAIL, FAX OR POST THE COMPLETED PROXY TO THE SISA OFFICE AS SOON AS POSSIBLE PRIOR TO 20 OCTOBER 2017.

NOMINATION FORM FOR THE SISA EXECUTIVE COMMITTEE 2017-18

Note – under the SISA Constitution, only Full Members may make nominations for the Executive Committee

I
 (Name/Position)

OF
 (Full Member organisation name)

ADDRESS:.....

wish to nominate for a position on the Executive Committee of the Self Insurers of South Australia Inc.

SIGNED (NOMINEE): DATE:

Authorised by Full Member Organisation’s CEO or Authorised Officer:

NAME:
 (Name/Position)

SIGNATURE: DATE:

<p>PROPOSED BY: _____</p> <p>OF: _____</p> <p style="text-align: center;">(Full Member Organisation)</p> <p>SECONDED BY: _____</p> <p>OF: _____</p> <p style="text-align: center;">(Full Member Organisation)</p>

Please return this form together with a short resume to the SISA Office no later than 5pm Friday 13 October 2017.