

**THE SAX INSTITUTE**

ACN 095 542 886

**NOTICE OF ANNUAL GENERAL MEETING**

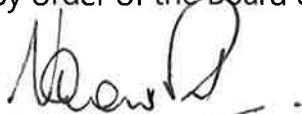
**NOTICE IS HEREBY GIVEN** that the Annual General Meeting of the members of The Sax Institute is to be held at the Commonwealth Bank, Darling Park, Level 20, Tower 1, 201 Sussex Street, Sydney NSW 2000 at on Tuesday 21 November 2017 at 4.00pm.

**ORDINARY BUSINESS**

1. To receive the Financial Report of the Company and the Director's Report for the year ended 30 June 2017, together with the Auditor's Report.
2. To note the Concise Financial Statements of the Company as included in the Annual Report for the year ended 30 June 2017, together with the Auditor's Report.
3. To receive the Chairman's report.
4. To receive the Chief Executive Officer's report.
5. To consider and if thought fit, to pass the following ordinary resolution:  
  
"That Ms Kim Anderson, an independent director having been appointed during the year, ceases to hold office in accordance with the Institute's Constitution and being eligible, is re-elected as a director of the Institute."
6. To declare the results of the election of Ordinary Member Directors held on 20<sup>th</sup> November 2017.

Dated this 27<sup>th</sup> October 2017

By order of the Board of Directors



Company Secretary

If you are unable to attend, please complete and return the attached Proxy Form.

## **EXPLANATORY NOTE**

### Item 4. – Election of an Independent Director

Clause 20.3 of the Institute's Constitution states that any member of the Board appointed to fill a casual vacancy shall hold office only until the next following Annual General Meeting. Ms Kim Anderson, who was appointed on 13 September 2017 ceases to hold office and being eligible, has offered herself for re-election for a three-year term.

Brief details of the experience and expertise of Ms Kim Anderson:

Kim Anderson is a Non-Executive Director of ASX listed companies Carsales, WPP AUNZ and Billabong, and former founder and CEO of Reading Room Inc (Bookstr).

Kim attended the University of Sydney and UTS before training as an editor. She was the Managing Editor of the twelve volume Bicentennial History of Australia. Kim has worked for a variety of book publisher and media proprietors, including John Fairfax and Sons, and Publishing and Broadcasting Limited, HarperCollins New York, ninemsn and the Nine Television Network. In 2004 Kim joined Southern Star Entertainment as CEO, before moving to the US as CEO and founder of Reading Room Inc.

Kim has been a Member of the Expert Advisory Panel for Law and the Humanities for the Australian Research Council, a Federation Fellows judge, a Fellow of Senate of The University of Sydney from 2004 –2011, former Chair of Sydney Talent, and was a former director of the Sax Institute (for the period from 2006 to 2009).

## Proxy Form

I, \_\_\_\_\_ of \_\_\_\_\_ being  
a member of The Sax Institute (the Institute) ACN 095 542 886 do hereby appoint

\_\_\_\_\_  
Name of Proxy

OR

The Chairman / CEO / Company Secretary\* as my proxy to act generally on my behalf and to vote in accordance with the directions (or if no directions have been given, and to the extent permitted by law, as the proxy sees fit) at the Annual General Meeting of the Institute to be held at Darling Park, Level 19, Tower 1, 201 Sussex Street, Sydney NSW 2000 on Tuesday 21 November 2017 at 4.00pm and at any adjournment or postponement of that Meeting.

### Items of Business

		For	Against	Abstain
Item 4	Election of Ordinary Director	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Signed this	day of			2017

\_\_\_\_\_  
Signature of Member

Name of Organisation: \_\_\_\_\_

Address of Organisation: \_\_\_\_\_

### Notes

1. A Member who is entitled to attend and cast a vote is entitled to appoint a proxy. A proxy does not have to be a member of the Institute.
2. The completed proxy must be lodged no later than 48 hours before the meeting i.e. by 4.00pm on Sunday 19 November 2017.
3. Proxy forms can be lodged by:
  - a. Mail to: PO Box K617, Haymarket NSW 1240
  - b. Fax to: 02 9188 9501
  - c. Hand delivered to: Level 13, 235 Jones Street, Ultimo NSW 2007
  - d. Email: norm.pack@saxinstitute.org.au