# CHAIRMAN'S AGENDA

#### **ANNUAL GENERAL MEETING**

## **COOLALINGA & DISTRICTS COMMUNITY FINANCE LIMITED**

13<sup>TH</sup> NOVEMBER 2011, 3.00pm – VETERANS HALL – BEES CREEK ROAD, BEES CREEK ABN: 24 117 500 455

#### 1. Welcome

**CHAIRMAN**: Good Afternoon ladies and gentlemen. It is my pleasure to welcome you to the Annual General Meeting of Coolalinga & Districts Community Finance Limited.

## 2. Chair

**CHAIRMAN**: My name is Jan Young, the chairman of the Company. I would like to introduce to you those seated with me....

Karen Relph

Leanne Dix

Lucia English

Steve Barrett (Regional Manager)

Craig Ralston (State Manager SA/NT)

Stuart Hand (Prospective Director)

Rod Nelson (Prospective Director)

Kerry Byrnes (Prospective Director)

Welcome also to our Branch Staff

# 3. Quorum

business

**CHAIRMAN**: I confirm that a quorum is present and now declare the Meeting open for

(Quorum: 10 shareholders)

# 4. Notice of Meeting

**CHAIRMAN:** The Notice of Meeting was made available to all shareholders. Can I take it that the Notice convening this Meeting be taken as read?

Thank you.

#### 5. Minutes of previous Annual General Meeting

**CHAIRMAN**: The minutes of the previous Annual General Meeting of shareholders of Coolalinga & Districts Community Finance Limited held on 14 November 2010, were approved by the Board and signed by the Chairman in accordance with the provisions of section 251A of the Corporations Act.

A copy of the minutes is available for inspection should any shareholder wish to see the minutes.

#### 6. Proxies

**CHAIRMAN**: I ask the Company Secretary to report to you on the matter of proxies.

**COMPANY SECRETARY**: I report that the number of valid Proxy Forms received at the Registered Office of the Company by 5.00pm 10<sup>th</sup> November 2011 was 17.

#### 7. Annual Report

**CHAIRMAN**: The first item of business is the consideration of the Company's Financial Report for the year ended 30 June 2011 and Directors' Report and the Auditor's Report, which are now before the meeting.

#### Chairman's address

I would like to welcome you all to our Sixth Annual General Meeting.

First off, I would like to introduce you to my fellow Directors (name and their contribution this year)

And for those who do not already know her, I would like to introduce to yours and our Branch Manager, Lucia English. Lucia has been with us now for nearly two years and I am pleased to report that Lucia and her team have done a tremendous job in reaching the current banking business of over 72 million dollars for our Branch – that's an increase of over 11 million since when I reported to you last year. When you consider some of the financial woes that have been inflicted globally I think we can stand proud of our efforts.

To our shareholders, I would like to thank you for your support since we opened five years ago – without you we would not have our community bank. This year we will again be paying a small dividend to our shareholders.

As this is our fifth year of operation, we had to renew our Franchise agreement with the Bendigo & Adelaide Bank to continue our partnership. This unfortunately came at a cost to our annual profit and therefore the dividend rate for this year reflects this but I can assure you all that next year our dividend should show an increase from previous shareholder payments.

If you have not already done so, please consider transferring your Banking to our Business – after all it's 'your' business as well. Lucia and her team are there to assist with any queries you may have – it may not be as complicated as you think!

So far we have given over \$125,000 to the community by way of grants with support to local schools, sporting organisations, voluntary services and the rural ol'timers. As we continue to grow, this support can only increase and benefit our community. I hope that you will all agree that the Community Bank concept is really a good one. Later in the meeting I'll take pleasure in introducing a few of our sponsorship recipients who will give a brief snapshot of our assistance.

Thanks again to everyone attending today – there will be an opportunity for you to ask questions later but now we will proceed with the formal Annual General Meeting.

**CHAIRMAN**: I now invite the Branch Manager, Lucia English, to address the Meeting.

## **Branch Manager's address**

It has been a fantastic year for your Community Bank® branch. We have seen a large growth in support from our local community which includes individuals, non for profit organisations, local schools, and local businesses. With the growth of local support the community benefits with more sponsorships and funding for community projects.

Your Community Bank® branch is financially sustainable and will continue making generous contributions back to our community thanks to your support. The more support we get – the more support we can give back to the community. This year we are looking for more opportunities to inject back into our district so if you belong to an organisation which has a community project in mind then please contact us to discuss further.

Our branch offers face to face banking with a real focus on personalised service whether that is for Personal or Business banking. We offer a full range of banking products and services, including insurance and we now have a fee free account designed specifically for students.

We also have our local and experienced Financial Planner and Business Banker to assist you with any specialised financial requirements you may have. My dedicated staff provide a welcoming and personalised approach to banking and are always eager to assist in anyway.

With the ongoing growth in business we have been able to provide career progression and employment opportunities for more of our locals and currently have myself and five staff on board.

One of our greatest achievements, despite the traditional transient lifestyle in Darwin is the stability of our staff. All staff are long term local residents. Leachele our Customer Relationship Manager and Lynne our Senior Service Officer have an extensive banking background with over 20 years' service in the banking industry, the majority of the time in the Territory. Chantelle has recently been promoted to Customer Relationship Officer, Caitlyn has secured a full time role and we have also increased Tanya's hours to be able to provide the experience and time

required to personally attend to your financial needs. Feel free to come in and meet any of my staff who I am sure will look forward to assisting you any way they can.

I would also like to acknowledge the hard work and consistent efforts the Board has contributed this year, our customers and shareholders also need to be recognised for their ongoing support, the branch could not have grown without it.

I look forward to the coming year with enthusiasm and dedication to enable future growth in partnership with the community.

#### Discussion

**CHAIRMAN**: The subject of the Company's annual Financial Report is now open for discussion. If you wish to ask a question, would you please indicate this by raising your hand and wait until you are acknowledged? When asking your question, start your question by identifying yourself by name.

- Are there any questions or comments on the annual Financial Report or the reports of the Directors and Auditor?
- Are there any questions or comments on the management of the Company?
- Are there any questions to be put to the Auditor relevant to any of the following?
  - o The conduct of the audit
  - o The preparation and content of the Auditor's Report
  - The accounting policies adopted by the Company in relations to the preparation of financial statements
  - o The independence of the Auditor in relation to the conduct of the audit

### 8. Election of Directors

**CHAIRMAN**: The next item of business is the election of Directors.

As the next item of business relates to my own re-election, I pass the Chair to Karen Relph.

Re-election of Director retiring by rotation

The next resolution concerns the election of **Jan Young**, a Director appointed by the Board since the last Annual General Meeting, retires in accordance with the Company's Constitution and being eligible, offers herself for election.

I now ask for someone to move the motion that **Jan Young** be elected as a Director of the Company.

Is there a seconder?

Is there any discussion?

If no discussion

Those in favour, please raise your hand..

Those against...

I declare the resolution carried.

DEPUTY CHAIRMAN: I now invite Jan Young of Coolalinga & Districts Community Finance Limited to resume the Chair.

The next resolution concerns the election of **Karen Relph**, a Director appointed by the Board since the last Annual General Meeting, retires in accordance with the Company's Constitution and being eligible, offers herself for election.

I now ask for someone to move the motion that **Karen Relph** be elected as a Director of the Company.

Is there a seconder?

Is there any discussion?

If no discussion

Those in favour, please raise your hand..

Those against...

I declare the resolution carried.

### **Election of new Director - Deferred**

The next resolution concerns the election of Judith Davison. Judith has not previously served as a Director, and offers herself for election.

I now ask for someone to move the motion that Judith Davison be elected as a Director of the Company.

Is there a mover of the motion?

Is there a seconder?

Is there any discussion?

If no discussion

Those in favour, please raise your hand

Those against

I declare the resolution carried.

# 9. Appointment of Auditor

**CHAIRMAN:** Graeme Stewart AFS & Associates

# 10. Sponsors

# 11. Close of Meeting

**CHAIRMAN:** That concludes the business of the Meeting.

Light refreshments will be available for shareholders immediately after this Meeting has closed.

I now close this Meeting and thank you for your attendance.