

## NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of Shareholders of City West Community Financial Services Limited ("Company") will be held on Thursday 10 December 2020 via Zoom online at 7 pm (AEST) (Meeting).

The explanatory Notes to this Notice provides additional information on matters to be considered at the Annual General Meeting. The Explanatory Notes and the Proxy Form forms part of this notice

### MEETING DATE AND LOCATION

The Annual General Meeting of City West Community Financial Services Limited will be a virtual meeting, which will be conducted online Thursday 10<sup>th</sup> December 2020 at 7:00 PM (AEDT) via Zoom or teleconference. You are able to access the Notice of Meeting and Proxy form at the Company's website [www.cwcf.com.au](http://www.cwcf.com.au).

Should you choose to participate online on the day of the meeting you will be able to view a live broadcast of the meeting, ask the Directors questions online and submit your vote in real time.

To participate online you will need to download Zoom at [www.zoom.com](http://www.zoom.com) on your smartphone, tablet or computer. Shareholders will need to email their intention to attend the AGM to [rsvp@cwcf.com.au](mailto:rsvp@cwcf.com.au), with your shareholder name. A confirming email will be sent with the Zoom and conference call details to join the AGM. Please contact the Company Secretary on [secretary@cwcf.com.au](mailto:secretary@cwcf.com.au) should you have any questions on attending the virtual meeting.

### Business of the Meeting

#### 1. Receipt of Annual Report

To receive the Company's Financial Report, the Director's Report and the Auditor's Report for the year ended 30 June 2020.

#### 2. Election of Directors

To consider, and if thought fit, to pass each of the following resolutions as an ordinary resolution.

##### 2.1 Declaration of Director vacancy

That the position of Directors **Susan Ngan** be declared vacant due to retirement by rotation.

##### 2.2 Re-election of Director(s) retiring by rotation

- (a) That **Vinh Van Lam** be re-elected as a Director of the Company.
- (b) That **Raymond Seeto** be re-elected as a Director of the Company
- (c) That **Philip Ronaldson** be re-elected as a Director of the Company

##### 2.3 Election of New Directors

- (a) Connor Grindlay as a nominee be elected as a Director of the Company.
- (b) Kim Hann be elected as a Director of the Company.

### 3. Appointment of Auditor

That **Andrew, Frewin & Stewart (AFS, 61 Bull Street Bendigo, Victoria, 3550)** be appointed as auditor of the company.

By order of the Board

Raymond Tai  
Chairman  
21 October 2020

## Explanatory Notes

This information has been included to assist you in making an informed decision about the resolutions proposed at the meeting.

### Attending the meeting

All shareholders may attend the Annual General Meeting.

*Joint holders:* In the case of joint shareholders, all holders may attend the Meeting. If only one holder attends (including by proxy), that shareholder may vote at the Meeting as if that holder were solely entitled to the shares. If more than one joint holder is present (including by proxy), the joint holder whose name appears first in the register may vote.

*Proxy:* If you are unable to attend the Meeting, you are entitled to appoint a proxy to attend and vote. See the attached Proxy Form for information on appointing a proxy.

*Corporate shareholder:* A corporate shareholder may appoint one or more persons to act as its representative under section 250D of the Corporations Act, but only one representative may exercise the corporate shareholder's powers at any one time. The Company requires written evidence of a representative's appointment to be given to the Company before the meeting.

### Voting rights

Each shareholder is entitled to **one** vote. For the purposes of voting at the Meeting, shares will be taken to be held by the persons who are registered as shareholders as at 5pm on Monday 3 November 2020.

### Agenda item 2. Election of Directors

The following information is provided about candidates for election to the Board.

#### 2.1 Declaration of Director vacancy

Director Susan Ngan has retired by rotation.

The Board thanks **Susan** for contributing her financial knowledge, her efforts and enthusiasm. **Susan** has worked tirelessly, first as the Treasurer and then as part of the Finance Audit Committee and Low Volume Market Committee. Susan has been a member of the Finance Audit Committee since 2018 and the Low Volume Market Committee since 2019. On many occasions Susan has also stepped up to the fill the role of Miss Piggy to be an interactive representative and brand ambassador.

#### 2.2 Re-election of Directors retiring by rotation

- (a) Vinh Van Lam retires by rotation in accordance with the constitution of the Company, and being eligible, offers himself for re-election.
- (b) Raymond Seeto retires by rotation in accordance with the constitution of the Company, and being eligible, offers himself for re-election.
- (c) Philip Ronaldson retires by rotation in accordance with the constitution of the Company, and being eligible, offers himself for re-election

#### 2.3 Election of New Directors

As the current Board has 11 members with 1 vacancy, the following persons are put forward for election and confirmation as new Directors:

- (d) **Connor Grindlay** having satisfied the requirements to be a Director, be confirmed as a Director of the Company in accordance with the constitution of the Company, and being eligible, offers himself for election to fill a Board vacancy.
- (e) **Kim Hann** having satisfied the requirements to be a Director, be elected as a Director of the Company in accordance with the constitution of the Company, and being eligible, offers herself for election to fill a Board vacancy.

### Agenda item 3. Appointment of Auditor

Item 3 is to formalise the continuing appointment of **Andrew, Frewin & Stewart (AFS, 61 Bull Street Bendigo, Victoria, 3550)** as the Company's Auditor.