

## NCOSS AGM 2025: Notice of resolution

### Rule 124.1 of the NCOSS Constitution

See the attached Explanatory Notes for important information about completing and submitting this form, including the signing page

#### Notice of resolution

I, the undersigned, being an individual NCOSS member or the nominated representative of an NCOSS member organisation, wish to give notice under rule 124(1) of the NCOSS Constitution that I intend to move the resolution set out on page 2 of this Notice of Resolution form at NCOSS's next general meeting.

Signature:

Date:

#### Lodgement details

Please insert the name of the individual or organisational member proposing the resolution, and other required details

Name of member:

Member's nominated representative (for organisational members):

Address:

Email:

Phone:

### Proposed resolution

Please insert the text of the proposed resolution. If you need more space, please attach additional pages to this form.

Type of resolution (tick the box as applicable)

☐ Ordinary resolution ☐ Special resolution

Has each supporting member signed a proposed resolution identical to the one written above?

☐ Yes ☐ No

### Optional member statement

Please insert the text of the member statement (if any). If you need more space, please attach additional pages to this form.

### Lodgement

Send the completed form and signature pages to the Company Secretary at [agm@ncoss.org.au](mailto:agm@ncoss.org.au) no later than **11:59pm on Friday, 19 September 2025**.

For help or more information:

Telephone: +61 2 9211 2599, email: [agm@ncoss.org.au](mailto:agm@ncoss.org.au)

## NCOSS AGM 2025: Notice of resolution Signing page

### Declaration

I, the undersigned, am a member of NCOSS or the nominated representative of an NCOSS member organisation. I have read and understood the proposed resolution as set out on page 2 of the Notice of Resolution form and replicated below. I wish to give NCOSS notice under rule 124.1 of the NCOSS Constitution that I intend to move the proposed resolution at NCOSS's next general meeting.

**Proposed resolution** [insert text of proposed resolution]

**Proposed by** [insert member's name & name of member's nominated representative, if applicable]

Member name	Nominated representative	Signature	Date

\* See page 4 of the Explanatory Notes for information on how to complete the signing pages.

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## Explanatory notes

### 1. Explanatory notes

These explanatory notes form part of this Notice of Resolution form.

### 2. Notice of Resolution: rule 124.1

Rule 124.1 of the NCOSS Constitution allows members to take a proposed resolution to a general meeting where:

- a) the proposed resolution has the support of at least 5% of members eligible to vote on it (or, as provided for under Corporations Law, the support of at least 100 members eligible to vote, whichever is lesser); and
- b) NCOSS has been given at least two months' notice of the proposed resolution.

### 3. Is the proposed resolution an ordinary or a special resolution (see page 2)?

Special resolutions are required to change the NCOSS Constitution or if, under rule 31, an elected Director seeks to be re-elected and but has served nine or more years on the Board (three or more consecutive terms). A special resolution requires 75% of the votes cast on the resolution at a general meeting to pass.

All other resolutions are ordinary resolutions and require 50% of votes cast on the resolution at a general meeting (a simple majority) to pass.

### 4. Requirements for completing and lodging this form

This form must be completed in full. In particular, it must be:

- a) Signed by the lodging member (or the member's nominated representative, if the member is an organisation);
- b) Dated on the date of lodgement;
- c) Lodged with signing pages, which must (as outlined above):
  - i) include the text of the proposed resolution;
  - ii) be endorsed by at least 5% of members eligible to vote on it (or at least 100 members, whichever is lesser);
- d) Emailed to the Company Secretary at [agm@ncoss.org.au](mailto:agm@ncoss.org.au) by no later than **11:59pm on Friday, 19 September 2025**.

Details of current NCOSS member organisations may be obtained from the member page on our [website](#).

NCOSS will not provide the personal details of individual members. However, if asked, the Company Secretary will let individual members know that a member is seeking to put forward a Notice of Resolution, the general subject of the proposed resolution, and invite individual members to seek further information should they wish to do so.

For the purposes of assessing whether a proposed resolution has the support of the required number of members, the Company Secretary will take the following into account:

- a) whether signatories have been provided on signing pages which include the Declaration and the text of the proposed resolution;
- b) whether signatories to the proposed resolution were full financial members at the date they signed the proposed resolution form;
- c) the total number of full financial members at the date the resolution was lodged.

#### **5. Completing the signing page/s**

The signing pages form part of the Notice of Resolution form. All members supporting the resolution must indicate their support adding their details the list of signatories on the template signing page provided at page 3 of this form. Electronic signatures are acceptable, or endorsing members may add their details in writing and the document scanned as a .pdf.