

Thursday, 30 August 2022

Dear Landmark Owner(s),

THE OWNERS – UNITS PLAN 2413 ‘LANDMARK’ NOTICE OF 2022 ANNUAL GENERAL MEETING

You are cordially invited to attend the Annual General Meeting (AGM) for Landmark. This notice is to advise all owners of the forthcoming AGM, calling for motions to be considered at that meeting, and for nominations to join the 2022/2023 Executive Committee. All owners are encouraged to attend the meeting either in person, or via zoom, which will be held as per the following:

TIME: 5:30PM
DATE: Wednesday, 12th October 2022
LOCATION: Eastlake Football Club (Duffy Room), 3 Oxley Street, Kingston and via Zoom

Please kindly note that if you have levies in arrears, you will not be eligible to vote at the meeting or able to nominate to join the Executive Committee.

MOTIONS:

If an owner wishes to put forward a motion to the AGM, please provide Canberra Strata with the written motion, including an explanation of the matter, an estimated cost and the benefits or impact. Please note that any additional motions must be received by **5:00pm, Tuesday, 13th September 2022.**

EXECUTIVE COMMITTEE NOMINATIONS:

Nominations are called for the election of the Executive Committee for the next twelve-month period. Owners who wish to nominate should complete the nomination form enclosed, with a brief 100-word profile highlighting your capability and capacity to contribute to the overall management, and future direction of Landmark. Please note that nominations must be received by **5:00pm, Tuesday, 13th September 2022.**

If you are unable to attend the AGM, please complete a Proxy Form or Absentee Voting paper which will be provided with all other AGM papers, including the agenda and attachments.

For any questions you have in relation to the AGM papers, it is requested that these be submitted to Canberra Strata, in writing, at least seven (7) days in advance of the AGM to facilitate the smooth running of the meeting and to assist in keeping the meeting to a reasonable length.

CALL FOR NOMINATIONS | EXECUTIVE COMMITTEE POSITIONS

The Unit Titles (Management) Act 2011 requires that an Executive Committee must be elected each year. The 2022/23 Executive Committee will be elected and announced at the AGM. Owners should indicate their intention to nominate by completing and returning the below to Canberra Strata by **5:00pm, Tuesday, 13th September 2022**.

RESPONSIBILITIES OF THE EXECUTIVE COMMITTEE:

Members of the EC must have a high degree of commitment in terms of time and energy. EC Members will be required to have knowledge of the UTMA, the House Rules, compliance with the Code of Conduct set out in Schedule 1.1 of the UTMA and participate in regular EC meetings. EC members are also appointed to working groups, for specific operational matters where necessary.

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EXECUTIVE COMMITTEE NOMINEE – 2022/2023

I, _____
(full name of nominee)

Owner of Unit No. _____ Apartment _____ of _____ Bowen Drive or Blackall Street Barton of Units Plan 2413 'Landmark' having no unpaid owners' contributions (levies), nominate for election to the Executive Committee, for appointment at the 2022 AGM.

SIGNED & DATED _____ / _____ / 2022

A 100-word profile outlining your suitability should accompany the nomination form.

PROPOSED BY

I, _____
(full name of proposer(s))

Owner of Unit No. _____ Apartment _____ of _____ Bowen Drive / Blackall Street Barton of Units Plan 2413 'Landmark' having no unpaid owners' contributions (levies), nominate for election to the Executive Committee, for appointment at the 2022 AGM.

SIGNED & DATED _____ / _____ / 2022

POST/DELIVER Canberra Strata
PO Box 3537, Manuka, ACT, 2603 or 2 Kennedy Street, Kingston ACT 2604

OR

EMAIL jmalcolm@canberrastrata.com.au