

# ŌTAKANINI TŌPŪ INCORPORATION NOTICE OF ANNUAL GENERAL MEETING & ELECTION OF COMMITTEE OF MANAGEMENT MEMBERS

## 2024 ANNUAL GENERAL MEETING

The Committee of Management members of the Ōtakanini Tōpū Incorporation wish to advise that the Annual General Meeting (AGM) of Shareholders will be held on Saturday 14 December 2024, commencing at 10.00am at Ōtakanini Haranui Marae, 64 Haranui Road, Helensville.

### Agenda

1. Karakia / Mihi
2. Apologies
3. Candidate Presentations
4. Previous Minutes - Minutes of the 2023 AGM
5. Chair Report
6. Farm Report
7. Financial Report
8. Resolutions
9. General Business (to consider any other matters considered appropriate by the Chair)

## ELECTION OF FOUR COMMITTEE OF MANAGEMENT MEMBERS

Nominations for four (4) Committee of Management Members open on **Tuesday 29 October 2024**, consisting of:

- two (2) Trustees for a one year term, fulfilling Extraordinary Vacancies; and
- two (2) Trustees for a three year term.

Nominations can only be made on the official nomination forms which are available to download from [www.otakaninitopu.co.nz](http://www.otakaninitopu.co.nz) or by emailing [admin@otakaninitopu.co.nz](mailto:admin@otakaninitopu.co.nz)

## RESOLUTIONS REQUIRED

Voting on the following resolutions will be available at the AGM on Saturday 14 December 2024, between 10.00am and 1.00pm.

1. Receive and Confirm the Minutes of the 2023 AGM
2. Receive and confirm the Consolidated Financial Statements and Auditors Report of the Year Ended 30 June 2024
3. Appoint an Auditor and Share Valuer for the Financial Year 2025
4. Remuneration of Committee of Management members of Ōtakanini Tōpū Incorporation remains unchanged for the 30 June 2025 Financial Year
5. Authorise by resolution, a dividend to be paid to shareholders

## METHOD OF VOTING

Independent Election Services have been engaged to manage the election process on behalf of Ōtakanini Tōpū Incorporation.

Voting for the election of four (4) Committee of Management Members will be by shareholders in attendance at the Annual General Meeting. Voting will open at 10.00am on Saturday 14 December 2024 and will close at 12 noon on Saturday 14 December 2024.

## PROXY VOTING

Shareholders of Ōtakanini Tōpū Incorporation are entitled to appoint a proxy to vote on their behalf at the AGM, subject to Ōtakanini Tōpū Incorporation receiving the completed proxy form **no later than 12 noon, Friday 13 December 2024**. No proxy forms will be accepted on the day.

Proxy forms are available:

- to download from [www.otakaninitopu.co.nz](http://www.otakaninitopu.co.nz); or
- by emailing: [admin@otakaninitopu.co.nz](mailto:admin@otakaninitopu.co.nz).

Dated at Helensville, 29 October 2024

Stacey Siddle, Returning Officer  
for Ōtakanini Tōpū Incorporation

