SOUTH WEST ABORIGINAL MEDICAL SERVICE LIMITED

YOUR QUESTIONS ANSWERED — 2026 ANNUAL GENERAL MEETING

Meeting Date: Wednesday, 19 November 2026, starting at 5.30 pm **Registration opens:** 5.00 pm **Venue:** Carey Park Football Club, Balgore Way, Bunbury WA 6230

This guide answers the questions members most often ask about the AGM. If you have a question that is not answered here, please contact the SWAMS office on 08 9797 8111 or email corporatesecretary@swams.com.au

YOUR AGM

This is your meeting. SWAMS was built by, and for, this community, and the Annual General Meeting (AGM) is how you, as a member, have your say.

We know that some of our members live far away, have family commitments, or have not been to an AGM before. This guide is here to help you feel comfortable and prepared.

SECTION 1 — WHAT HAPPENS AT THE AGM?

Q: What is the AGM?

The AGM is the yearly meeting of all SWAMS members. It is the main way that members can ask questions of the Board, vote on important decisions, and elect Directors.

Q: What will happen on the night?

The Chairperson will open the meeting and run through the agenda. Here is what to expect:

1. Acknowledgment of Country and welcome
2. Confirmation of the minutes from last year's AGM (for information only — no vote)
3. Chair's report and CEO's report (for information only — no vote)
4. Financial Statements (for information only — no vote)
5. Appointment of the Auditor (members vote on this)
6. Election of Member Directors (members vote on this)
7. Any other resolutions (members may vote on these)
8. General business, your chance to ask questions or raise matters

Q: Do I have to stay for the whole meeting?

No, but we encourage you to stay for the voting items, as your vote counts. If you need to leave early, let someone at registration know so the attendance register can be updated.

Q: How long will the meeting take?

We expect the meeting to run approximately two to three hours. There will be short breaks with supper provided.

Q: Can I bring other adult family members or supporters?

Yes. Family members and supporters are welcome to attend with you. Only if they are members themselves.

Q: Can I bring my children who are under 18?

Preferably not, but we understand if this is unavoidable. It's not that we don't value our next generation, its just that we have a lot to get to and with the volume of people in attendance, it can be hard to hear your voices with additional people in the room.

Q: What if I need help understanding things?

Please let SWAMS staff know before or on the night. We will do our best to make sure you understand what is happening.

SECTION 2 — AM I ALLOWED TO VOTE?

Q: How do I know if I can vote?

You can vote if you are a current SWAMS member and your membership is active. If you are not sure, contact the SWAMS office before the meeting to check.

Q: How many votes do I get?

Each member gets one vote per resolution (decision).

Q: What if I am on the membership list but I did not get a notice of the AGM?

Contact the SWAMS office as soon as possible. We will check that your contact details are correct. You are still welcome to attend even if you did not receive the notice.

SECTION 3 — VOTING AT THE MEETING

Q: How does voting work?

Most decisions are made by a show of hands, you put your hand up to vote FOR or AGAINST. The Chairperson counts the hands and declares the result.

For Member Director elections, voting will be by written ballot (poll), you receive a voting paper, mark your choices, and hand it back to the vote counters. We will provide guidance on this on the night.

Q: What is a resolution?

A resolution is a formal decision put to the members for a vote. The resolutions for this AGM are listed in the Notice of Meeting that was sent to you.

Q: What does "carried" mean?

When a resolution is "carried," it means enough members voted FOR it to pass. For most resolutions, more than half the votes cast need to be in favour. For changing the Constitution, at least three-quarters (75%) of votes cast must be in favour.

Q: Can I abstain (choose not to vote)?

Yes. You can abstain on any resolution. An abstention is noted but it does not count as a vote FOR or AGAINST, so it does not affect whether the resolution passes or fails.

Q: Can I speak at the meeting?

Yes. Members are welcome to ask questions and speak on agenda items. Please put your hand up, wait to be recognised by the Chair, and state your name when you speak.

Q: What if I disagree with a decision?

You can vote against any resolution. You can also speak before the vote is taken. If you believe the meeting has been run unfairly or unlawfully, you should speak to the Corporate Secretary after the meeting about your options.

SECTION 4 — PROXIES

Q: What is a proxy?

A proxy is when you give another SWAMS member permission to vote on your behalf at the meeting. If you cannot attend, a proxy means your vote still counts.

Q: Who can be my proxy?

Your proxy must be another current SWAMS member.

Q: How many proxies can one person hold?

Since February 2026, following a Federal Court order (Order 8, WAD455/2025), there is no longer a limit on how many proxy appointments a person can hold. One person can represent as many members as they wish.

Q: How do I appoint a proxy?

Fill in the SWAMS Proxy Appointment Form. You can get this from the SWAMS office, website and it was attached to your AGM notice.

On the form, write:

- Your name, address, date of birth and membership number (SWAMS offices can help with your member number)
- The name of the person you want as your proxy

Sign the form yourself. It must be your signature, someone else cannot sign it for you. Then lodge the form yourself, another person cannot do this for you.

Q: Can I send my form through a family member who lives with me?

If you live in the same household as another SWAMS member, they may post your form to SWAMS on your behalf in the same envelope. However, you must sign the form yourself, your household member cannot sign it for you.

Q: When does my proxy form need to arrive?

Your completed proxy form must arrive at SWAMS no later than:

Tuesday, 17 November 2026 at 5.30 pm AWST.

This is 48 hours before the meeting. Forms received after this time cannot be accepted.

Q: How can I send in my proxy form?

You can send it by:

- Email to: corporatesecretary@swams.com.au
- Post to: PO Box 1444 Bunbury WA 6231
- Hand delivery to the SWAMS Administration: Unit 3/30 Wellington Street Bunbury

Q: What if I sent a proxy but now I can come to the meeting?

That is great, please come! If possible advise staff before the meeting so your proxy form can be cancelled. If there is not time, when you arrive, tell the registration staff that you submitted a proxy form. Your proxy will be suspended as soon as you register. You will vote in person and your proxy will not be counted. This happens automatically, you do not need to do anything extra.

Q: Can I change my mind and cancel my proxy?

Yes. You can cancel or change your proxy before the deadline (17 November 2026 at 5.30 pm). Contact corporatesecretary@swams.com.au to do this. If you attend in person, your proxy is automatically cancelled for that meeting.

Q: What if my proxy does not come to the meeting?

If the person you appointed as your proxy does not attend, your vote is not counted.

Q: Is my proxy form kept private?

Yes. Your proxy form and your voting direction are confidential. They are only seen by authorised SWAMS staff and independent advisors. They will not be shared or used for any other purpose.

SECTION 5 — ELECTING MEMBER DIRECTORS

Q: What is a Member Director?

A Member Director is a SWAMS member who is elected by the membership to sit on the Board of Directors. They are elected for a 3 year term. The Board makes major decisions about how SWAMS is governed and run.

Q: How are Member Directors elected at this AGM?

Members will vote on the candidates who have been nominated. Each candidate is voted on separately. You will be provided with a ballot paper and asked to choose your top two nominees only.

Q: Can I nominate someone for the Board?

Nominations needed to be received by the deadline stated in the Vacancy Notice. If you missed that, please contact the Corporate Secretary about the next opportunity.

SECTION 6 — QUESTIONS WE CANNOT ANSWER

Q: I want to ask about the current court case — WAD31/2026 Nelson v SWAMS.

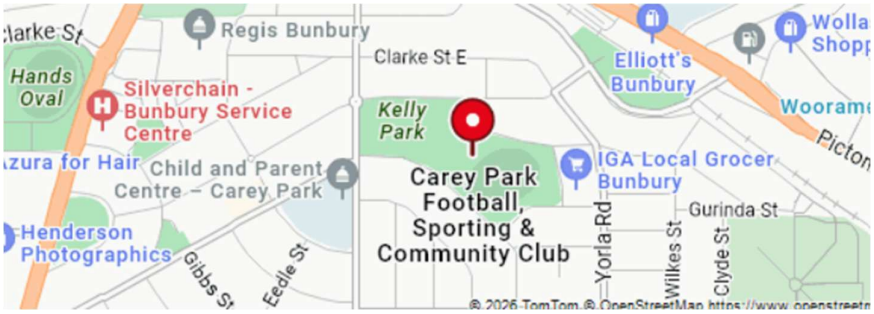
We understand this is something many members feel strongly about. However, because WAD31/2026 is currently before the Federal Court, SWAMS is unable to make any comment about it at the AGM or in this document.

We are not able to answer any questions about that matter at this meeting. We ask for your understanding on this.

SECTION 7 — PRACTICAL INFORMATION

Q: Where is the meeting?

Carey Park Football Club



Q: Is there parking?

Yes, there is plenty of free parking at the venue

Q: Is the venue accessible?

Yes, please see SWAMS staff for any assistance required.

Q: Will there be food and drink?

Yes, SWAMS has catered for supper and drinks.

Q: What behaviour is expected at the AGM?

SWAMS is committed to providing a welcoming, culturally safe and respectful environment where all members feel comfortable participating and having their voices heard.

We ask everyone attending to treat others with kindness and respect, allow people to speak without interruption, and respect differing opinions.

Violations of the Code of Conduct such as disrespectful, threatening, abusive or disruptive behaviour will not be tolerated. The Chairperson may ask anyone whose behaviour disrupts the meeting to leave, in accordance with the SWAMS Constitution.

Our AGM is an opportunity to come together as a community, share information and contribute positively to the future of SWAMS.

Q: I have more questions — who do I contact?

Please contact the SWAMS office:

- **Phone:** 08 9797 8111
- **Email:** corporatesecretary@swams.com.au
- **Post:** PO Box 1444, BUNBURY WA 6230
- **Office address:** Unit 3/30 Wellington Street Bunbury

This document has been prepared by SWAMS to help members understand the 2026 AGM. It is a plain-language guide only and does not replace the SWAMS Constitution or legal advice.