



APPOINTMENT OF PROXY FOR 11th NOVEMBER 2025 AGM

I, _____ [insert name] of
_____ [insert address]

Being a voting member of Permanent Care and Adoptive Families (PCA Families), hereby appoint:

Option 1	PCA Families Chair, Kellie Burns	Option 2	Another person attending the meeting either personally or virtually: _____ - _____ - (Insert name & address of proxy)
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* Select one option only by circling The Chair or adding proxy details.

as my proxy to vote at the Annual General Meeting of PCA Families to be held on 11th November 2025 and at any adjournment thereof.

Option 1	*My proxy may vote on my behalf in any matter as they see fit	Option 2	*My proxy is directed to vote on my behalf as indicated on page 2 of this form.
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*Select one option only by circling the appropriate box

Member's signature _____
Signed this _____ day of _____ 2025. today's date today's month

Completed forms should be emailed to secretary@pcafamilies.org.au or posted to Suite 6/Level 1 69/71 Rosstown Road, 247-251 Carnegie and **must** be received no later than 48 hours prior to the AGM, 4.00 p.m. on the 9th of November 2025 (note this is Sunday).

Option 2 only

Board member election:

	Circle whether you agree to their election
Retiring Board members eligible for reappointment	
Naomi Colville	Yes / No
Judy Gouldbourn	Yes / No

Board recommendation:

We have received 2 nominations for the Board from retiring members eligible for reappointment.

The Board recommends the appointment of the 2 nominees as follows:

- 2 directors with close personal and family connection – Naomi Colville and Judy Gouldbourn.

Background

The Constitution requires a minimum of 7 and a maximum of 9 directors, with a minimum of 5 with close personal or family connection and a minimum of 2 without.

The Board currently has 9 directors meeting the Constitution's maximum requirements. However, one director, Tracey McKay has recently advised that due to personal circumstances they are no longer able to continue and will be retiring at the 2025 AGM. Given the importance of setting and implementing our next strategic plan, which is currently underway, the Board is recommending this director should not be replaced until the directors have been able to determine the skills and experiences needed to best support PCA Families. Accordingly, the Board is recommending that there should be 8 directors at the completion of the 2025 AGM and will do a more fulsome search for new directors in 2026.

Two other directors Naomi Colville (former chair) and Judy Gouldbourn (former Chair of the Finance Audit and Risk Committee) have served 3 years and in accordance with the Constitution retire and are offering themselves for reappointment, and both have a close personal connection to permanent care and adoption.

There are 6 other directors not subject to election at the 2025 AGM:

- 4 with close personal and family connection to permanent care or adoption, Kellie Burns, Lynette Landry, Chris Lockwood and Anson Le
- 2 without, Kris Peach and Dashiel Lawrence

To achieve the recommended number of 8 directors, there are 2 vacancies, with a minimum requirement of 1 director with close personal and family connections.

The Board recommends all the nominating directors be appointed for a term of 3 years, which will result in the 6 directors with close personal and family connections and 2 without, which provides, in the interim, the Board with an appropriate mix of skills needed and experience.