



**NATIONAL TRUST**  
Queensland

# **Notice of Annual General Meeting**

# 2025

*National Trust of Australia (Queensland) Limited is a public company limited by guarantee, incorporated in Australia, the registered office of which is at 28 Tomewin Street, Currumbin QLD 4223 ACN 600-450-860*

**Saturday 6 December 2025 – 10.00am (Registration from 9.30am)**

**Currumbin Wildlife Sanctuary  
Sir Walter Campbell Theatre  
28 Tomewin Street  
Currumbin QLD 4223**

## INVITATION FROM THE PRESIDENT

Dear Member

On behalf of the Board of National Trust of Australia (Queensland) Limited (NTAQ) it is my pleasure to invite you to attend our Annual General Meeting (AGM), which will be held on Saturday 6 December 2025 commencing at 10.00am in the Sir Walter Campbell Theatre, Currumbin Wildlife Sanctuary.

The enclosed 2025 Notice of AGM contains details on the items of business that you will have the opportunity to vote or comment on at the meeting, as well as explanatory notes and proxy form.

Registration for the AGM is open from 9.30am with Morning Tea, which will be an opportunity to meet and speak with the Board and Leadership team. The AGM will start at 10.00am with an overview of key achievements for the 2024-25 financial year and the strategic directions of the company for the year ahead. The AGM is expected to conclude prior to 11.00am and Members can then enjoy the rest of the day at the Sanctuary at their leisure.

I encourage you to attend the AGM or lodge the enclosed proxy form if you cannot attend in person. It provides an opportunity for Members to hear about the achievements over the past year and better understand the future strategy of National Trust of Australia (Queensland) Limited.

If you are planning to attend the 2025 AGM, please RSVP online by Monday 1 December via a booking link that will be issued on Friday 31 October. Please bring along your NTAQ membership card as this will be required for entry to the AGM.

On behalf of my fellow Directors and the NTAQ Leadership team I want to thank you for your ongoing support and look forward to seeing you at the 2025 AGM.

Yours sincerely

Mark Townend AM  
**President**  
24 October 2025

## 2025 NOTICE OF ANNUAL GENERAL MEETING

National Trust of Australia (Queensland) Limited ACN 600 450 860

Notice is hereby given for the twelfth Annual General Meeting (AGM) of the Members of National Trust of Australia (Queensland) Limited [NTAQ] (the Company) to be held at:

|                 |                                                                                                  |
|-----------------|--------------------------------------------------------------------------------------------------|
| <b>Location</b> | Sir Walter Campbell Theatre<br>Currumbin Wildlife Sanctuary<br>28 Tomewin Street, Currumbin, Qld |
| <b>Date</b>     | 6 December 2025                                                                                  |
| <b>Time</b>     | 9.30am - Welcome Morning Tea and Registration<br>10.00am - Annual General Meeting Commences      |

### **AGENDA ITEMS**

#### **Ordinary Business**

1. Opening and apologies – President
2. To confirm the minutes of the AGM of Company held on 7 December 2024 (see Appendix 1)
3. Introduction/Overview – President
4. Presentation – Chief Executive Officer
5. Financial Statements and reports  
To receive and consider the National Trust of Australia (Queensland) Limited financial statements, the Directors' Report and the Independent Auditors report for the year ended 30 June 2025.

No resolution is required.

6. Appointment of Directors to the National Trust of Australia (Queensland) Limited Board

To announce the results of the 2025 Director elections held by secret online ballot and appointments to the Board.

No resolution is required.

7. Honorary Life Members

To present the Honorary Life Members approved by the Board in 2025.

No resolution required.

Note: Further background information to the above business to be conducted at the Annual General Meeting appears in the Explanatory Notes prepared to assist Members.

By Order of the Board of Directors.

Ben Graziani  
***Company Secretary***  
**24 October 2025**

## IMPORTANT INFORMATION FOR MEMBERS

### **HOW TO VOTE**

A registered Member of the Company may vote by attending the meeting in person, or if unable to attend, by proxy or authorised representative in case of a body corporate.

### **VOTING RIGHTS**

Under the Constitution a resolution put to the vote at a general meeting must be decided on a show of hands unless a poll (ballot) is demanded. On a show of hands, each Member present has one vote. Ordinary resolutions require only a simple majority to pass i.e., more than 50% of the Members present at the meeting. Special resolutions require at least 75% of the votes cast by Members.

### **MEMBERS' RIGHTS TO PUT RESOLUTIONS AT GENERAL MEETINGS**

The following members may give NTAQ notice of a resolution that they propose to move at a general meeting:

- (a) members with at least 5% of the votes that may be cast on the resolution; or
- (b) at least 100 members who are entitled to vote at a general meeting.

The notice must:

- a) be in writing;
- b) set out the wording of the proposed resolution; and
- c) be signed by the members proposing to move the resolution.

The Company Secretary must receive the notice of a resolution **by Monday 24 November 2025** if it is to be considered at the 2025 AGM.

### **PROXIES**

Any Member entitled to attend and cast a vote at the Annual General Meeting (AGM) may appoint a Proxy to attend and vote for them at the meeting. Members are encouraged to appoint a Proxy where they are unable to attend the meeting.

**Please note at this year's AGM, there are no Resolutions for Members to vote on.**

A Proxy does not need to be a Member of NTAQ.

You can appoint a Proxy to attend and vote for you at the meeting in accordance with the directions on the Proxy Form. If you do not direct your Proxy as to how to vote on the Proxy Form, then the Proxy may vote as he or she thinks fit.

A Proxy Form is enclosed with this Notice of Meeting.

Additional information on proxies is included in the *"Member's Guide to Proxy Voting"*.

To be effective your Proxy Form must be lodged by **no later than 11.00am (QLD time) on Thursday, 4 December 2025.**

### ***FINANCIAL STATEMENTS AND REPORTS***

National Trust of Australia (Queensland) Limited 2024-25 Financial Statements, Directors' Report and Independent Auditors' Report are available from the website at <http://www.nationaltrustqld.org.au> or by calling the registered office on 07 5534 1266.

### ***QUESTIONS FROM MEMBERS***

It is important to recognise the incredible work our people do every day and their commitment to supporting you, our members. As always, the Chair of the meeting will allow a reasonable opportunity at the AGM for members to ask questions or make comments about the management of NTAQ.

## EXPLANATORY NOTES

These explanatory notes have been prepared for Members of National Trust of Australia (Queensland) Limited (NTAQ) in connection with the business proposed to be conducted at the 2025 Annual General Meeting (AGM). These explanatory notes should be read in conjunction with the accompanying Notice of Annual General Meeting.

### ***ITEM 5: FINANCIAL STATEMENTS AND REPORTS***

The Corporations Act 2001 and Company Constitution requires the financial report, Directors' report and independent auditor's report to be laid before the AGM. There is no requirement either in the Corporations Act or the Company's Constitution for Members to vote on, approve or adopt these reports but they are to be given a reasonable opportunity at the meeting to ask questions and make comments on these reports and on the business, operations and management of the Company.

Members are encouraged to read the 2024-25 NTAQ Annual Report and financial statements which will be available prior to the Annual General meeting on the NTAQ website at [www.nationaltrustqld.org.au](http://www.nationaltrustqld.org.au) or by emailing [accounts@cws.org.au](mailto:accounts@cws.org.au) or telephoning 07 5534 1266.

### ***ITEM 6: APPOINTMENT OF DIRECTORS TO THE NTAQ BOARD***

The Board of NTAQ currently comprises seven Directors of which four were Member elected for a second three year term from the 2024 pre AGM online secret ballot and three who were directly appointed by the Board in the 2023 year for a second three year term effective from the end of the 2023 AGM. This is in accordance with section 8.2 of the Constitution that states:

The Board will consist of at least seven and not more than nine Directors comprising:

- a. at least four but not more than six Directors, to be elected by the Members; and
- b. up to three Directors, appointed by the Board for the term determined by the Board, for their particular skills and experience.

Under the current Constitution Directors appointed or elected are entitled to serve for a maximum of two consecutive terms of three years. Pursuant to this requirement, current Directors G Schuntner, G Vistarini, and M Brown appointed by Board in 2021 via member ballot election conclude their second term at end of 2027 AGM. The other three Board appointed Directors also conclude their second term at the end of the 2026 AGM.

There are two Member elected vacancies that the Board has decided to fill in 2025.

Rule 8.4 of the Constitution requires that to be eligible for election or appointment as a Director a person must be approved by the Nominations and Governance Committee.

The current members of the Nominations and Governance Committee are Directors:

- Glenys Schuntner (Chair)
- Mark Townend (NTAQ President)
- Mellissa Brown

The members of Nominations and Governance Committee recommended to the Board on 26 September 2025 meeting that the three candidates below be put up for election by Members to fill two vacant Director positions:

1. Paul Davies
2. Annabelle Simon
3. Leanne Coddington

Vero Voting, an independent election company, has been appointed to manage the ballot election process which commenced on Friday 10 October and concludes on Sunday 2 November. Members will have received an email outlining the online voting system prior to voting opening on 10 October.

Results of the ballot election and appointments to the NTAQ Board will be announced at the 2025 AGM. Term for new Directors will be three years commencing at end of 6 December 2025 AGM.

#### ***ITEM 7: Honorary Life Members***

During the 2021 year the NTAQ Board established the Honorary Life Member Program to recognise outstanding commitment to conserving, protecting and celebrating Queensland's environmental, built and cultural heritage. This program acknowledges and thanks the recipients for their achievements and contribution to National Trust in Queensland. Recipients are required to have demonstrated exceptional work to support and influence the direction of NTAQ. Nomination is open to any living Australian or permanent resident for an award, but it must be seconded by a full current member of the National Trust of Australia (Queensland). Nominations may be submitted at any time during the year.

Honorary Life Memberships approved by NTAQ Board during the year are announced at announcement at the Annual General Meeting.

Nominators are advised of the outcome of their nomination prior to the official publication of the Honorary Life Members in the Annual Report.

An Honorary Life Member will receive all full membership benefits.



The following Honorary Life Members have been approved by the NTAQ Board:

- Dr Bruce Cook OAM
- Donald Channer
- Arthur Frame AM
- Dr Ian Galloway AM
- Henry Smerdon AM

## GETTING THERE

### ***Location Details:***

Currumbin Wildlife Sanctuary  
Sir Walter Campbell Theatre  
28 Tomewin Street  
Currumbin QLD 4223

### **Travelling by car to Currumbin Wildlife Sanctuary From the south**

Travel along the Pacific Highway onto the Gold Coast Highway at Coolangatta. Then follow the Gold Coast Highway to Currumbin and turn right at the traffic lights onto Tomewin Street.

### **From the north**

Travel south on the Gold Coast Highway to Currumbin. Turn left at the lights onto Tomewin Street.

### **On the M1 Motorway**

Travel on the M1 Motorway, take exit 95 to Stewart Road. Turn onto the Gold Coast Highway, then turn right onto Tomewin Street.

Parking is available directly opposite the entrance to Currumbin Wildlife Sanctuary at no charge for Members.

***Date:*** Saturday 6 December 2025

***Commencement Time:*** 10.00am (QLD time)

Please note Registration time will open from 09.30am.