

How will the Annual General Meeting/Congress be held this year?

The AGM/Congress will be held on Monday 7 December 2020 using the Chime Platform. Access to the Chime platform will be sent direct to each delegate using the personal email address provided during registration. We encourage delegates to read the Chime Do's and Don'ts guide, which can be found [here](#).

Why is the format restricted?

Congress/AGM is being held in a restricted format and by technology this year given the impacts of COVID-19. The format has been chosen because it was not possible to safely accommodate our members in the traditional face to face environment, particularly given that many of them fall into the "high risk" category should they become infected as a result of travel, hotel accommodation or attendance at a face to face AGM.

The restricted format has been extended to the subject matter of the AGM. Members will consider motions that are prescribed by the Constitution and the legal requirement for RSL NSW to be accountable to its members. Accordingly, many motions submitted by sub-Branches have been deferred until next year. This will also ensure that the motions can be properly considered by Members at sub-Branch meetings once Members recommence normal (or as near to normal as possible) operations.

Can I attend in person?

No, the meeting will be held online for all Delegates. **No Delegates may attend Anzac House.**

Clause 11 of Appendix C of the Constitution states "a meeting held in two or more places using technology is taken to be held at the place at which the Chair is present". This year the Chair will be present at Anzac House, Level 5 341 George Street Sydney.

What if there are IT issues during the online meeting?

In accordance with Clause 12 of Appendix C of the Constitution, should there be IT issues at ANZAC House, such as no internet connection or infrastructure failure, the meeting will be adjourned until the difficulty is remedied.

Should there be IT issues at the delegate's location, the meeting will continue (subject to a quorum being present).

What do I need to prepare?

It is the responsibility of Delegates attending that they have:

- A reliable and stable internet connection;
- Fully charged laptops, personal computers or ipads with software updated;
- Power cords and electrical points available to plug into in the event your technology device battery drains during the meeting.

We strongly recommend that you check your technology and ability to connect to Congress/AGM PRIOR to proceedings commencing.

Chairing the Meeting

Chairing the meeting: The Acting State President will be the Chair of the 2020 Annual General Meeting.

Procedures for the General Meeting: General meetings and the procedures that apply are governed by a number of sources, including the RSL NSW Constitution. Given the restricted nature of this year's Congress/AGM and the fact that it is being held by technology, the Chair will exercise their discretion under the Constitution to ensure that the meeting proceeds in an orderly and effective fashion. Unfortunately the usual robust discussion and debate will not be able to be conducted. For this reason motions for the 2020 AGM have been limited to those that are essential for proper accountability to members.

Will I have the Opportunity to Ask Questions

No. Given the restricted format of this year's Congress/AGM, the usual robust debate will not occur. Members have been asked to submit their questions in relation to the RSL NSW Financial Report ahead of time see below.

Voting online

Voting at the Meeting will be carried out online using Vero Voting via the Chime platform. There is one vote per sub-Branch delegate or proxy.

How are the votes counted?

To ensure that votes are accurately counted, each Delegate (or proxy) will be allocated one vote per resolution in the custom Chime platform. Each Delegate login is unique and registered to the relevant sub-Branch.

When voting is opened for each resolution, the Delegate selects ***In Favour*** or ***Against*** to vote in favour of, or against, the resolution. The vote tally will be shown live on your Chime platform screen when the voting period for each resolution is closed.

When will voting results be known?

The voting results on each of the resolutions will be announced during the meeting and will appear on the screen when voting on each resolution has closed.

Will there be a webcast/livestream of the meeting?

As the meeting this year is being hosted online, there is no livestream available to members who are not a Delegate or who are not on the District President's Council, noting that District President's Council members attending will be given separate, observer only access to the technology used for the event.

A recording of the online meeting will be available on the RSL NSW website after 7 December 2020.

Where can I get a copy of the Financial Reports?

A copy of the financial statements and auditor's report are available on the Congress page of the Members' Suite on the RSL NSW website [here](#) or by contacting the Sub-Branch & Member Support Unit on 1300 679 775.

All questions relating to the financial statement must be submitted in writing to the Support Unit, support@rslnsw.org.au by 15 November. There will be no opportunity to ask questions during Congress/AGM therefore it is important that you submit your questions in advance to ensure they will be answered on the day. It is encouraged that any sub-Branch who submits a question in relation to the financials, has their nominated delegate in attendance on the day.

How do I appoint a proxy?

Please visit the Congress page on the Members' Suite <https://www.rslnsw.org.au/members-suite/congress/> where you will find information on proxies and a proxy form.