

## **NOTICE OF ANNUAL GENERAL MEETING**

**NOTICE IS HEREBY GIVEN** of the Annual General Meeting of Members of Gold Coast Tourism Corporation Limited (trading as Destination Gold Coast), to be held on Wednesday, 23 November 2022, at Dreamworld, commencing at 3:30pm (to be followed by networking drinks at the same venue). Please arrive at least 15 minutes prior to 3.30pm to allow registration and a punctual start to the meeting.

### **AGENDA:**

1. Welcome and Apologies
2. Confirmation of the Minutes of the previous Annual General Meeting
3. Annual Report of the Chairman
4. Annual Report of the Chief Executive Officer
5. Adoption of the Financial Report for the year to 30 June, 2022
6. Confirmation of the appointment of new Board members
7. Consideration and a vote on a proposed Special Resolution – that the Constitution be amended to allow digital elections for Director positions
8. Confirmation of the Appointment of the Auditor
9. Confirmation of the Appointment of the Honorary Secretary
10. Announcement of new Honorary Life Memberships (if any)
11. To transact any ordinary business of the Company that may be brought forward in accordance with the Articles of Association (Constitution), provided seven (7) days written notice of the intention to do so is given to the Honorary Secretary.
12. Close of the Annual General Meeting

*Immediately following the Annual General Meeting, the new Board will meet to elect the Chair and Vice Chair for the coming year. Members will have networking drinks, at which the Chair and Vice Chair will be announced.*



**JDA PUNCH**  
**Honorary Secretary**  
**Gold Coast Tourism Corporation Ltd.**

**26 September, 2022**

## **CALL FOR NOMINATIONS FOR BOARD POSITIONS**

The Annual General Meeting of Gold Coast Tourism Corporation Limited (trading as Destination Gold Coast) is to be held on Wednesday, 23 November 2022, per the Notice of Annual General Meeting. Nominations are hereby called for the **position of Board Director** to be elected by postal ballot of all **financial Members**.

There are three (3) elected Board Directors who will have served their two (2) year terms at this Annual General Meeting – Ms Sarah Colgate, Mr Clark Kirby, and Mr Adam Rowe (appointed to the Board at the resignation of Ms Lindsay Wallace). Therefore, there are three (3) Board Director positions which will be vacant at this Annual General Meeting and which require filling via a vote of Members (noting the incumbents are allowed to renominate, if they wish).

## **INSTRUCTIONS TO PERSONS NOMINATING**

Per a Special Resolution passed by Members in 2008, a set of Selection Criteria has been agreed to indicate the types of skills and experience considered relevant for prospective Board members. The Selection Criteria Guidelines are enclosed. All Member representatives considering nominating for the Board are asked to read this document and consider its intent before nominating.

Nominations must be in writing, signed by the Member representative nominating (the nominator), the nominee (who is running for the position), and another Member representative seconding the nomination. To clarify, the nominee, the nominator and the seconder will be three separate individuals, each being the designated representative of three separate fully paid-up financial Member organisations.

Nominees are invited to provide a statement with the completed nomination form. This statement should include reference to the nominee's present position, relevant experience and skills, and reasons why Members should vote for the nominee. This statement will be circulated to all Members with the ballot form. In fairness to all nominees, these statements will be capped at 300 words, and any statements exceeding this limit will be edited and reduced by Gold Coast Tourism at its discretion to meet the limit.

**Nominations must be received by 5.00 pm on Friday 21st October 2022**, at the Destination Gold Coast Offices, Suite N301 Oracle North, 12 Charles Avenue, Broadbeach, Queensland 4218 (PO Box 226, Broadbeach, QLD 4218). **A nomination form is enclosed.**



**JOHN D.A. PUNCH**

**HONORARY SECRETARY**

**26 September, 2022**

**NOMINATION FOR THE VACANT POSITION OF DIRECTOR -  
GOLD COAST TOURISM CORPORATION LTD (trading as DESTINATION GOLD COAST)**

I, ..... hereby nominate .....

**(Nominator)**

**(Nominee)**

for the position of Director (Board Member), of Gold Coast Tourism Corporation.

1. ....  
(Print full name of **Nominee**) .....  
(Signature)

.....  
(Print full name of Member organisation that the Nominee is to represent. If the nominee is not the head of the organisation, this nomination should be countersigned by the head of the Member organisation the nominee will represent)

2. ....  
(Print full name of **Nominator**) .....  
(Signature)

.....  
(Print full name of Member organisation that the Nominator represents)

3. ....  
(Print full name of **Secunder**) .....  
(Signature)

.....  
(Print full name of Member organisation that the Secunder represents)

.....  
(Dated)

**Return to:**

The Honorary Secretary  
Gold Coast Tourism  
PO Box 226  
BROADBEACH, QLD, 4218

**ALL NOMINATIONS TO BE RECEIVED AT THE DESTINATION GOLD COAST OFFICES NO LATER THAN  
5 PM FRIDAY, 21st OCTOBER 2022.**

## SELECTION CRITERIA GUIDELINES – PROSPECTIVE NOMINEES FOR BOARD POSITIONS

The maximum number of Board members of Gold Coast Tourism Corporation Limited (trading as Destination Gold Coast), per its Articles, is 11, of which 9 are able to vote. The Board consists of:

- 5 Board members elected by Members.
- 2 Board members appointed by the Board based on recommendations from the Remuneration and Nomination Committee. If the necessary skills are not on the Board, 1 will be a finance & governance expert, who will chair the Audit, Finance & Risk Committee.
- 2 Board members appointed by the City of Gold Coast.
- 1 City Observer, a City of Gold Coast Councillor being appointed by the City of Gold Coast.
- 1 Honorary Secretary appointed each year by the Board (non-voting position).

To ensure the Board composition has appropriate expertise and experience, the Board of Gold Coast Tourism Corporation Limited has determined the following Selection Criteria Guidelines. Any Member contemplating nominating for election to the Board should consider his/her experience and skills against these Selection Criteria Guidelines.

The elected members are for two-year term on a split system, half being reappointed/elected each year. These Guidelines are also considered in the appointment of the 6 non-elected Board positions. It is not expected that an individual must meet all criteria to be considered for the Board.

The Board sees the establishment of selection criteria guidelines as an important tool in building an effective Board and also as a tool in communicating this objective to Members.

<b>Selection Criteria Guidelines</b>
Previous experience on a Board or as a senior executive in a company with annual turnover in excess of \$10m
<p>Demonstrated skills and experience in two or more of the following disciplines:</p> <ul style="list-style-type: none"> <li>a. Strategic planning</li> <li>b. Financial management</li> <li>c. Risk management</li> <li>d. Corporate governance</li> <li>e. Tourism and economic development</li> <li>f. Marketing and communications</li> <li>g. Human resource management</li> <li>h. Organisational development/change management</li> <li>i. Legal</li> </ul>
Completion of an AICD Director course is preferable, or willingness to undertake a Director Governance training course within 6 months of appointment as a Director of Gold Coast Tourism Corporation Limited
Demonstrated awareness of the political, economic, and social environments affecting the Gold Coast region and sensitivity to the policies and priorities of CoGC as a major stakeholder of the Company
Willingness to commit time for monthly Board meetings, committee meetings and attendance at events organised by Gold Coast Tourism
Willingness to work in a collegial manner with other Board members, respect for confidentiality and majority decision-making
Minimum 2 years' service employed with a Member of Gold Coast Tourism Corporation Limited

## RECEIPT OF ANNUAL REPORT - ELECTION

In the interests of both the environment and cost savings, each year Gold Coast Tourism Corporation Limited makes its Annual Report available on its website rather than mailing printed versions to all Members.

When voting ballots for board positions are mailed to all Members, Members will also receive a web address at which the Annual Report for 2021-22 can be viewed, downloaded and/or printed.

Consistent with Section 314 of the Corporations Act 2001, Members may elect to also receive by mail a printed copy, or an emailed copy of the Annual Report. If you would like to receive either, in addition to the web version, please complete the form below and mail to the address provided. If the web version meets your requirements, no election is required.

---

If you would like to make an election, please complete and email: [membership@destinationgoldcoast.com](mailto:membership@destinationgoldcoast.com) or detach and post to:

Manager – Partnership & Membership  
Gold Coast Tourism Corporation  
PO Box 226, Broadbeach, 4218

☐

**I ELECT TO RECEIVE A PRINTED COPY OF THE ANNUAL REPORT**

☐

**I ELECT TO RECEIVE AN EMAILED COPY OF THE ANNUAL REPORT**

(Tick one only – note all Members will be made aware of the web address for the annual report)

Date: \_\_\_\_\_

Name of Member: \_\_\_\_\_

Postal or Email Address for delivery of annual report:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

**ELECTION - TO RECEIVE ALL NOTICES ELECTRONICALLY**

---

In the interests of both the environment and cost savings, Destination Gold Coast (DGC) strongly encourages all Members to elect to receive corporate notices from DGC in electronic form, rather than in paper form. In addition, all notices will be placed on the DGC website.

To make this election, please email [membership@destinationgoldcoast.com](mailto:membership@destinationgoldcoast.com) at your earliest convenience, indicating that you elect to receive all corporate notices electronically, and the name of your organisation.

Thank you.