

## **VOTING RIGHTS AND PROCEDURES**

### **What meetings do I attend or appoint a proxy for?**

While it is not compulsory for a lot owner to attend owners corporation meetings or to appoint a Proxy to attend the meeting, a strata scheme does operate better if lot owners become involved. You are also able to vote electronically, and this is encouraged by the new *Strata Schemes Management Act 2015*. Details on how to vote electronically will be shown on the electronic notice of meeting.

*Please make every effort to attend this meeting in person.*

If you cannot attend in person, then please either:

- (a) complete a proxy form; or
- (b) return the pre-meeting electronic voting paper.

It is important that you read the notice and agenda for this general meeting as it contains motions on issues that may affect your lot or your rights and responsibilities as a lot owner.

### **Annual General Meeting (AGM)**

There can be several meetings of the owners corporation a year, however the only meeting required to be held by law is the annual general meeting (AGM) at which levies are set for the coming year and the strata committee is elected. A tenant representative may also be elected to the strata committee. It is a good idea to attend or appoint a proxy to attend and vote at the AGM.

### **Other general meetings**

The owners corporation may hold any number of general meetings each year other than the AGM. These meetings can be held when necessary (for example, to change, cancel or make by-laws, or to appoint or dismiss a strata managing agent). There is no minimum number of these meetings each year.

### **What right do I or my proxy have to speak?**

Owners have the right to speak at any general meeting, and if you can't attend personally you can give someone your proxy to speak on your behalf.

### **Persons who have a right to vote**

Each owner, and each person entitled to a priority vote, has voting rights that may be exercised at a general meeting of the owners corporation, but only if the owner or person is shown on the strata roll and, in the case of a corporation, the company nominee is shown on the strata roll.

### **Exercise of voting rights by co-owners to be by proxy**

If you jointly own a lot with another person, then you are a "co-owners".

Voting rights of co-owners of a lot may not be exercised by them individually, but may be exercised by a proxy (who may be you, the other owner or another person appointed as proxy by both of you).

However on a vote at a general meeting, if your rights as co-owners of a lot are not exercised by a proxy, then one of you may act as such a proxy, provided the other co-owners is absent or gives their consent, or you are the owner first named on the strata roll as one of the co-owners.

### **Exercise of voting rights as Trustee**

If you are the owner of a lot as trustee, then you can vote but any person beneficially entitled may not vote.

### **Voting rights cannot be exercised if contributions not paid**

It is extremely important to remember to pay your levies! A vote at a general meeting (other than a vote on a motion requiring a unanimous resolution) by an owner of a lot or a person with a priority vote in respect of the lot does not count if the owner of the lot was an “unfinancial” owner at the date notice of the meeting was given and did not pay the amounts owing before the meeting.