



THE LAW SOCIETY
OF NEW SOUTH WALES

Notice of 2020 Annual General Meeting

Notice is given that the 2020 Annual General Meeting of The Law Society of New South Wales (**Law Society**) will be held at **4.30 pm** on **Thursday, 22 October 2020**. Senior Office Bearers and senior management of the Law Society will attend the meeting from Level 2, Law Society Building, 170 Phillip Street, Sydney NSW 2000.

DUE TO CURRENT COVID-19 SOCIAL DISTANCING REQUIREMENTS AND HAVING REGARD TO THE HEALTH AND SAFETY OF OUR MEMBERS, THE ANNUAL GENERAL MEETING WILL BE HELD AS A VIRTUAL MEETING AND MEMBERS WILL NOT BE ABLE TO ATTEND THE MEETING IN PERSON AT THE LAW SOCIETY BUILDING

Items of Business

1. Financial Statement and Reports

To receive and consider the Financial Report of the Law Society and its controlled entities and the reports of the Councillors and auditor for the year ended 30 June 2020.

(The reports may be viewed at www.lawsociety.com.au/about/organisation/annualreports)

No resolution is required relating to the Financial Report but members will be given the opportunity at the meeting to ask questions about, or make comments on, the operations and management of the Law Society and to ask the auditor questions regarding the conduct of the audit and the content of the auditor's report.

2. Composition of Council – Clause 8.1.9 of the Articles of Association

In the Notice of 2019 Annual General Meeting, members were advised that the Council intended to conduct a more comprehensive review of the size and composition of the Council in the six months following the meeting, to determine any recommendations to members at the 2020 Annual General Meeting regarding the size and composition of the Council that the Council believes appropriate to reflect the composition of the membership of the Law Society.

While a review was undertaken by the Council, a number of matters have been identified for further analysis and consideration. Having regard to the impact of COVID-19 on the Law Society and the profession in 2020 and in light of the recent change in Chief Executive Officer of the Law Society, the Council has determined to defer further consideration of the composition of the Council and the proposed adoption of a new constitution to a future year. At that time, the Council will determine any recommendations to be made to members regarding the adoption of a new constitution and in respect of the size and composition of the Council that the Council believes appropriate.

3. Declaration of Election of Councillors

By Order of the Council

Sara Goldstein

Company Secretary
28 September 2020

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Meeting Notes:

Appointing a Proxy

There are no items of business requiring members to vote at the 2020 Annual General Meeting. As such a proxy form has not been provided.

However, a member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and, where applicable, to vote in his or her stead. A proxy must be a Solicitor Member of the Law Society. A proxy shall be appointed in writing in a common or usual form. You may give your proxy general authority to vote on your behalf or direct how you wish your proxy to vote on an item of business. Should you require any assistance in regard to appointing a proxy or if you would like to be provided with a proxy form, please contact the Company Secretary of The Law Society of New South Wales on (02) 9926 0213.

The document appointing a proxy and any power of attorney or other authority (if any) under which the proxy is signed (or a copy of that power or authority certified to be a true copy by a legal practitioner or justice of the peace) must be given to the Company Secretary at the registered office of the Law Society, Law Society Building (3rd Floor), 170 Phillip Street, Sydney (or may be given by facsimile to (02) 9926 0166 or a scanned signed copy may be given by email to secretary@lawsociety.com.au), not less than forty-eight (48) hours before the time for holding the meeting or adjourned meeting at which the person named in the document proposes to attend and, if applicable, to vote, and in default the instrument of proxy shall not be treated as valid.

If you return your signed proxy form and have specified the way your proxy is to vote on a resolution and your named proxy does not attend the meeting, the Chair of the meeting will be your proxy and will vote on your behalf on a ballot as you have directed on the proxy form.

Submitting questions in advance of and during the meeting

Members may submit questions to the Law Society in advance of the meeting. Questions should relate to the business of the meeting and can be submitted by emailing the Company Secretary at secretary@lawsociety.com.au by 4.30pm on Tuesday, 20 October 2020.

Members will also have the opportunity to submit questions during the meeting in relation to the formal items of business. In order to ask a question online during the meeting, please follow the instructions provided in the introductory information video or as outlined by the Chair during the meeting. Questions may be moderated or amalgamated if there are multiple questions on the same topic.

The Chair will endeavour to respond to questions from members during the meeting. It may not be possible to respond to all questions submitted. The Chair will request that members identify themselves prior to asking a question.



Notice of 2020 Annual General Meeting *continued*

How to participate in the meeting

Given the current COVID-19 circumstances and in the interests of public health and the safety of our members, the Law Society will hold a virtual Annual General Meeting rather than ask members to physically attend the meeting. Please refer to the information below regarding how members can attend and participate in the meeting.

As the Annual General Meeting is a virtual meeting, technical issues may arise. In that event, the Law Society will have regard to the impact of the technical issue on members and the Chair of the meeting may, in exercising his or her powers as the Chair, issue any instructions for resolving the issue and may continue or adjourn the meeting if it is appropriate to do so.

Pre-registration for the meeting:

Members who intend to attend the Annual General Meeting will need to pre-register to participate in the meeting. **You will require your LAWID to pre-register your attendance to participate in the meeting online.**

To pre-register, please enter the following URL in your browser: www.lawsociety.com.au/agm or click on the AGM pre-registration link on the Annual General Meeting webpage of the Law Society's website. If you are having difficulty pre-registering online or have not yet activated your LAWID, please email agm@lawsociety.com.au or call (02) 9926 0161.

Please note that the connection details for participation in the meeting will only be provided to members who complete the pre-registration process.

Pre-registration will close at 4.30pm on Tuesday, 20 October 2020. If you have not pre-registered by that time and still wish to attend the meeting, please email agm@lawsociety.com.au or call (02) 9926 0161 to enable any additional manual arrangements that may be required to be made.

How members can participate:

Members will be able to participate in the meeting online, which will allow them to view a live webcast and ask questions in writing and, if applicable, to vote.

Once you have pre-registered, on the day prior to the meeting you will be emailed a link, a PIN and instructions to join the meeting. (If you have contacted us to attend the meeting after pre-registration has closed, you may not receive this email until the day of the meeting.) If you do not receive the email with your link and a PIN to join the meeting, please email agm@lawsociety.com.au or call (02) 9926 0161 as soon as possible. Please note that your PIN is personal to you and cannot be used by another person.

If you would like to participate in the Law Society's virtual Annual General Meeting and have special requirements, please include this information when you pre-register online or please email agm@lawsociety.com.au or call (02) 9926 0161 as soon as possible, to enable us to further discuss your attendance with you.