



**FEAL ANNUAL GENERAL MEETING
WEDNESDAY 16 NOVEMBER 2011**

ATTACHMENTS

1. Notice and Agenda of Annual General Meeting
2. Annual General Meeting 2010 - draft Minutes
3. Proxy Form
4. Notice of Annual Elections 2011/12
5. Nomination form for the Office of Director
6. Notice of Amendment to Constitution



**ATTACHMENT 1
NOTICE AND AGENDA OF ANNUAL GENERAL MEETING
ACN 086 016 131**

Notice is hereby given that the 13th Annual General Meeting of Fund Executives Association Limited will be held in the Bradfield Lounge at the Shangri-La Hotel, 176 Cumberland Street, The Rocks on Wednesday 16 November, 2011 at 12.15pm for the following purposes:

AGENDA FOR ANNUAL GENERAL MEETING

1. Welcome
2. Approval of Minutes from previous Annual General Meeting 2010
3. The Year in Review: 2010/11
4. Retirement of Directors from Office
5. Annual Election of Directors (2011/12)
6. Amendment to Constitution
7. Financial Matters
8. General Business
9. Close

By Order of the Directors
Michael Baldwin
Company Secretary
Fund Executives Association Ltd
Level 7, 50 Clarence Street
Sydney NSW 2000
3 October 2011



ATTACHMENT 2
FUND EXECUTIVES ASSOCIATION LTD
ANNUAL GENERAL MEETING 2010 MINUTES
- DRAFT -

Minutes of proceedings of the twelfth Annual General Meeting of Fund Executives Association Limited, held in the Buchanan & Teale Rooms, Four Seasons Hotel, 199 George Street, Sydney on Wednesday 24 November, 2010 at 12.25pm.

PRESENT:

Directors	Neil Cochrane - Chairman Joe Farrugia – Deputy Chairman David Elia Damian Hill	John O’Flaherty Robyn Petrou Paul Watson
Members:	Dianne Behringer Dascia Bennett Tony Butcher Doug Carmichael Jean Elborn Michelle Hopwood Jerome Lander Jim Monahas Mary Murphy	Bernard O’Connor Gerard Parlevliet John Phokos Peter Robertson Paul Sayer Jack Sullivan Chris Stevens Stephen Sefton Bruce Watson
Invited guests:	Nicholas Allen David Anderson Lorraine Berends Michael Bailey Rita Harris Alex Kleiman Brian Langstraat	Edward Lam Madeleine Mattera Russell Mason Simon Mumme Anthony Schiavo Tricia Snesdon Darren Wickham
Apologies:	Denis Carroll Michael Dwyer John Paul	Howard Rosario Janet Torney
Proxies:	2 proxies were received in favour of the Chair:	Michele Dolin Michelle Griffiths



1. Welcome

Neil Cochrane welcomed guests and declared the meeting open.

2. Approval of Minutes from previous Annual General Meeting

The chairman **moved** that the minutes from the previous meeting held in the KPMG Boardroom, 1 Shelley Street, Sydney on Tuesday 24 November, 2009 at 12.30pm be adopted after the date change was made. The motion was **proposed** by P Watson and **seconded** by J Elborn. The meeting unanimously **resolved** that the Minutes be accepted.

3. Year in Review

The Chairman invited the FEAL CEO to address the meeting and provide an overview of FEAL’s activities over the prior 12 months.

4. Retirement of Directors from office

In accordance with constitution article 42 Directors M Dwyer and H Rosario retired from office at this meeting.

5. Annual Elections of Directors (2010/11)

The Chairman advised that two nominations had been received for the office of Director, Michael Dwyer and Howard Rosario. There being an equal number of vacancies for the nominations received there was no requirement to hold a ballot. The chairman declared M Dwyer and H Rosario duly elected as Directors of the company.

6. Financial Matters

The chairman invited questions in relation to the financial accounts. There being no questions raised, The chairman **moved** that the Annual Financial Report for the year ended 30 June 2010 be accepted by the membership. The motion was **proposed** by J O’Flaherty and **seconded** by B Watson. It was unanimously **resolved** that the accounts for the year ended 30 June 2010 be accepted.

7. General Business

The chairman acknowledged the great contribution made by KPMG who draft the FEAL Annual Financial Report and provide ongoing consultation to FEAL on a pro bono basis. The Chairman expressed the board’s indebtedness to KPMG Superannuation Partner Madeleine Mattera and Manager Financial Services Audit, Edward Lam and other members of the Middle Market Advisory team at KPMG for their ongoing support. He also congratulated the FEAL CEO and staff for their dedication to FEAL.

There being no further comments, the Annual General Meeting was closed at 12.50pm.

Signed as a true record

.....
Neil Cochrane, Chairman

.....
Date



**ATTACHMENT 3
PROXY FORM**

In respect of the Annual General Meeting to be held in the Bradfield Lounge at the Shangri-La Hotel, 176 Cumberland Street, The Rocks on Wednesday 16 November, 2011 at 12.15pm;

I (please print)

of

being a Member of FEAL, hereby appoint:

(Name)

(Address)

the Chairman of the Annual General Meeting

as my proxy to vote for me on my behalf at the Annual General Meeting to be held Wednesday 16 November, 2011 at 12.15pm and at any adjournment of the Meeting.

Signed thisday of2011.

.....
Signature of Member

Please return by fax or email to:
Michael Baldwin
Company Secretary
Fund Executives Association Ltd
Fax: 02 9299 6658
Email: michael.baldwin@feal.asn.au



ATTACHMENT 4
NOTICE OF ANNUAL ELECTIONS 2011/12

There are currently nine Directors of the company, two (2) of whom are required to retire at the 2011 Annual General Meeting of the Association in accordance with Article 42 of the Constitution.

The two retiring Directors are:

Julie Lander	Care Super	VIC	<i>(filling a casual vacancy for H Rosario)</i>
John O'Flaherty	Statewide	SA	

It is the intention of both J Lander and J O'Flaherty to re-nominate as Directors.

In addition, Paul Watson has advised that he will retire from the office of Director at the 2011 Annual General Meeting. **A total of three (3) board seats will be vacated at the meeting.**

Any Member who wishes to nominate another Member to stand for election as a Director may do so by completing the following nomination form and returning it to the Company Secretary by fax (02) 9299 6658, email michael.baldwin@feal.asn.au or at the address below by 5pm (AEDST) Friday 21 October 2011.

By Order of the Directors
Michael Baldwin
Company Secretary
Fund Executives Association Ltd
Level 7, 50 Clarence Street
Sydney NSW 2000
3 October 2010



NOMINATION FORM FOR THE OFFICE OF DIRECTOR

I,
(proposer), being a member of FEAL, hereby nominate the
FEAL Member,
(nominee) to be a Director of FEAL. This
nomination is seconded by
(seconder) who is also a Member of FEAL.

.....
Signature of proposer

.....
Date

.....
Signature of nominee

.....
Date

.....
Signature of seconder

.....
Date

Please return by 5pm (AEDST) 21 October 2011 by fax or email to:
Michael Baldwin
Company Secretary
Fund Executives Association Ltd
Fax: 02 9299 6658
Email: michael.baldwin@feal.asn.au



ATTACHMENT 5 NOTICE OF AMENDMENT TO CONSTITUTION

Notice is hereby given that at the 13th Annual General Meeting of Fund Executives Association Limited to be held in the Bradfield Lounge at the Shangri-La Hotel, 176 Cumberland Street, The Rocks on Wednesday 16 November, 2011 at 12.15pm the following special resolution will be proposed.

That the existing constitution of the Company be modified and amended to include the following:

Article 1: Definitions and interpretations

Corporate Member means any organisation that applies for and is approved as a Corporate Member or any individual executive employed by that organisation. Corporate Members are afforded all the rights and privileges of Executive Membership.

Individual Member means any individual that applies for and is approved as an Individual Member. Individual Members are afforded all the rights and privileges of Executive Membership.

Life Member means any individual that is awarded Life Membership in honour of their longstanding service and commitment to FEAL, its members and the superannuation industry. Life Members are afforded all the rights and privileges of Executive Membership.

Article 25: Quorum

- a) No business shall be transacted at any general meeting unless a quorum of Members is present at the time when the meeting proceeds to business.
- b) Except as otherwise provided in this Constitution, **10%** 5% of the total number of **Executive** Members at the time of the general meeting constitutes a quorum.

By Order of the Directors
Michael Baldwin
Company Secretary
Fund Executives Association Ltd
Level 7, 50 Clarence Street
Sydney NSW 2000
3 October 2011