

**Minutes of Annual General Meeting of
Hunter Primary Care Ltd
Held on 12 November 2024**

Date: Tuesday, 12 November 2024
Time: 6.00 PM
Venue: Online and at Hunter Primary Care Ltd Head Office
7 Warabrook Boulevard, Warabrook NSW 2304

Chair: Mr Richard Anicich AM
Directors: Mr Steven Adams, Dr Sarah Bayley, Ms Jennifer Hayes, Dr Peter Hopkins, Dr Fiona Van Leeuwen, Mr Scott Puxty, Mr Laurence (Ben) Wilkins.

Executive: Mr Keith Drinkwater (CEO, Hunter Primary Care Ltd), Mr Jack Hanson (Company Secretary and Corporate Services Executive, Hunter Primary Care Ltd).
Auditor: Mr Martin Matthews, PKF (Chartered Accountants).
Minute taker: Ms H Cummings (CEO Executive Assistant, Hunter Primary Care Ltd).
Other Invitees: Ms Kirsty Porteous (External member Finance, Audit and Risk Management Committee),

Please read: Previous AGM minutes and the Financial Statements.

The meeting was declared open at 6.17pm.

1. Acknowledgement of Country
2. Apologies: Mr Shaun Mahony

Proxies:

At the close of receipt of proxies at 5.00pm on Friday 8 November 2024, a total of 4 valid proxies were received:

- 4 proxies are directed to the Chair; all directed in favour of the proposed recommendation.

The Chair declared that with 4 Primary Members, 1 Executive whom is a Primary Member (Keith Drinkwater) plus 4 proxies, there is a quorum.

Ordinary Business

3. Adoption of minutes of previous AGM Meeting, 14 November 2023.

Resolved:

That the minutes of the AGM held 14 November 2023 be confirmed.

Carried, unanimously

4. Directors' Report to Members

A snapshot of the 2023-2024 Annual Report was presented to the meeting, which highlighted the successes and achievements of Hunter Primary Care. The full report will be available on the company website following the AGM.

The Chair spoke to the performance of Hunter Primary Care over 2023/2024 highlighting the strong customer satisfaction and turnaround in financial performance during the year.

The Chair acknowledged Keith's first AGM in his role as CEO and expressed appreciation for Brenda Ryan's contributions during her seven-year tenure as CEO. Kirsty Porteous, whose 12 years of service as an External Member of the FARM Committee is coming to an end, was also recognised and thanked for her service. Shaun Mahony has been appointed as her successor in the External Member role on the FARM Committee

Resolved:

That the 2023-2024 Annual Report for the Year Ended 30 June 2024 be accepted.

Carried, unanimously

5. Adoption of Financial Statement (as per the link circulated with the Notice of AGM).

The Board recommends:

That the financial reports of the Company, the Directors' declaration and the reports of the Directors and Auditors for the year ended 30 June 2024 be accepted.

The meeting received a brief report on the financial reports for the year ended 30 June 2024. The surplus of \$52,939 was acknowledged as a key achievement. Mr Martin Matthews, Auditor PKF, was in attendance to respond to any questions concerning the Auditor's report and the audited financial statements. No questions regarding the financial statements were raised. The Chair thanked PKF and acknowledged the efforts of Hunter Primary Care's Finance and Executive team.

Resolved:

That the financial reports of the Company, the directors' declaration and the reports of the directors and auditors for the year ended 30 June 2024 be accepted.

Carried, unanimously

6. Appointment of Auditor

The Board recommends:

That PKF be appointed as the Company Auditor for the 2024-2025 Financial Year.

Resolved:

That PKF be appointed as the Company Auditor for the 2023-2024 Financial Year.

Carried, unanimously

7. Election of Directors

The Company Secretary chaired the meeting for the following item. He advised that the Board has resolved to recommend the following Board nominated Directors to be appointed:

- Mr Richard Anicich AM (Board-nominated Director); and
- Mr Scott Puxty (Board-nominated Director).

Resolved:

That Mr Richard Anicich AM and Mr Scott Puxty be elected as a Board-nominated Directors.

Carried, unanimously

8. General Business of which prior notice has been given

No general business

9. Close of meeting at 6.38pm.