

## Proxy Voting Form For Special General Meeting October 2020

The rules for proxy voting are defined by the Otago Multiple Sclerosis Society (OMSS) Constitution.

Paid members who are unable to attend OMSS Annual or Special General Meetings are permitted to vote using a Proxy voting form.

- See over the page for the OMSS proxy voting form

### Instructions for filling in the Proxy Voting Form

There are 4 steps to the proxy voting process:

**Step 1:** The member who wants to vote but is unable to attend:

- (a) Authorises another member to vote for them
- (b) Provides instructions on how to vote
- Complete step 1 by the **Voter** filling in and signing section 1 of the form.

**Section 1: Authorisation and instruction from the Voter**

I, \_\_\_\_\_, being a current financial member of the Otago Multiple Sclerosis Society (OMSS), do hereby fully authorise \_\_\_\_\_, also a financial member of OMSS, to be my full and lawful proxy when voting in the \_\_\_\_\_ meeting.

Authorising Voter Signature: \_\_\_\_\_ Date: \_\_\_\_\_

My instructions for voting are the following:

**Step 2:** The second member agrees to act as a proxy voter for the member

- Complete step 2 by the **Proxy** filling in section 2 of the form.

**Section 2: Agreement to be Proxy**

I have agreed to be proxy for \_\_\_\_\_

Proxy Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Step 3:** The voting member advises the OMSS Administrator that they are using the voting-by-proxy option through an email sent to: [admin@msotago.org.nz](mailto:admin@msotago.org.nz) at **least 10 days before the meeting**

- Complete step 3 by the **Voter** sending the email and signing section 3 of the form.

**Section 3: The voter advises OMSS Administrators 10 days BEFORE the meeting**

I have notified OMSS Administrators of my use of the voting by proxy option through an email sent to: [admin@msotago.org.nz](mailto:admin@msotago.org.nz) at least 10 days before the meeting.

Authorising Voter Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Step 4:** A third **Independent Member** who is not carrying the proxy will sign the proxy voting form. This can be on the day of the meeting.

- Complete step 4 by the **Independent Member** signing section 4 of the form.

**Section 4: Signature of Independent Member**

I acknowledge the proxy vote/s on this form for \_\_\_\_\_

Independent Member's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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For Special General Meeting October 2020**

**(1) Section 1: Authorisation and Instruction from the Voter**

I, \_\_\_\_\_, being a current financial member of the Otago Multiple Sclerosis Society (OMSS), do hereby fully authorise \_\_\_\_\_, also a financial member of OMSS, to be my full and lawful proxy when voting in the Special General Meeting of October 2020 meeting.

Authorising Voter Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**My instructions for voting are the following:**

**Resolution 1:** That the Executive Committee continues to provide meeting spaces for members and support groups, that enable the society to be flexible and dynamic, that supports the changing needs and locations of the MS Otago wide membership.

|            |           |                              |
|------------|-----------|------------------------------|
| <b>Yes</b> | <b>No</b> | <b>I do not wish to vote</b> |
|------------|-----------|------------------------------|

**Resolution 2:** That the Executive Committee arranges for the land at 8 Baker Street to be sold as a clear site and at a price not less than market value as determined by a valuer.

|            |           |                              |
|------------|-----------|------------------------------|
| <b>Yes</b> | <b>No</b> | <b>I do not wish to vote</b> |
|------------|-----------|------------------------------|

**Resolution 3:** That the Executive Committee uses all monies held by the society to repair 8 Baker St building, noting that the cost estimates are presently greater than \$300,000 and this expenditure will affect the sustainable future of the society.

|            |           |                              |
|------------|-----------|------------------------------|
| <b>Yes</b> | <b>No</b> | <b>I do not wish to vote</b> |
|------------|-----------|------------------------------|

**(2) Section 2: Agreement to be Proxy**

I have agreed to be proxy for \_\_\_\_\_

Proxy Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**(4) Section 3: The voter advises OMSS Administrators 10 days BEFORE the meeting**

I have notified OMSS Administrators of my use of the voting by proxy option through an email sent to: [admin@msotago.org.nz](mailto:admin@msotago.org.nz) at least 10 days before the meeting.

Authorising Voter Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**(5) Section 4: Signature of Independent Member**

I acknowledge the proxy vote/s on this form for \_\_\_\_\_

Independent Member's Signature: \_\_\_\_\_ Date: \_\_\_\_\_