



## APPOINTMENT OF PROXY FOR 22 October 2024 AGM

I, \_\_\_\_\_ [insert name] of  
\_\_\_\_\_ [insert address]

Being a voting member of Permanent Care and Adoptive Families (PCA Families), hereby appoint:

<b>Option 1</b>	PCA Families Chair	<b>Option 2</b>	Another person attending the meeting either personally or virtually:  _____  _____ (Insert name & address of proxy)
---------------------	--------------------	-----------------	--

\* Select **ONE** option only by circling The Chair or adding proxy details.

as my proxy to vote at the Annual General Meeting of PCA Families to be held on Tuesday 22nd October 2024 and at any adjournment thereof.

<b>Option 1</b>	*My proxy may vote on my behalf in any matter as they see fit	<b>Option 2</b>	*My proxy is directed to vote on my behalf as indicated on page 2 of this form.
---------------------	---	-----------------	---

\*Select one option only by circling the appropriate box

Member's signature _____  Signed this _____ day of _____ 2024. <span style="margin-left: 150px;">today's date</span> <span style="margin-left: 150px;">today's month</span>
--

**Completed forms should be emailed to [chair@pcfamilies.org.au](mailto:chair@pcfamilies.org.au) or posted to Suite 6/Level 1 69/71 Rosstown Road, 247-251 Carnegie and must be received no later than 48 hours prior to the AGM – being 4:00pm, 19 October 2024.**

**Option 2 only**

**Board member election:**

	Circle whether you agree to their election
<b>Casual Vacancy directors eligible for appointment</b>	
Tracey McKay	Yes / No
<b>Retiring Board members eligible for reappointment</b>	
Chris Lockwood	Yes / No
Kellie Burns	Yes / No
<b>New nominees for Board member</b>	
Anson Le	Yes / No
Dashiel Lawrence	Yes / No

**Board recommendation**

We have received 5 nominations for the Board.

The Board recommends the appointment of all 5 nominees as follows:

- 3 directors with close personal and family connection, Chris Lockwood, Kellie Burns, and Anson Le and
- 2 directors without, Tracey McKay and Dashiel Lawrence.

**Background**

The Constitution requires a minimum of 7 and a maximum of 9 directors, with a minimum of 5 with close personal or family connection and a minimum of 2 without.

The Board currently has 7 directors meeting the Constitution’s minimum requirements. Given the skills and experience of the current Board and the importance of setting our next strategic plan, the Board is recommending there should be 9 directors for 2025.

At the 2024 AGM 2 existing directors will retire in accordance with the constitution: Kellie Burns and Chris Lockwood have renominated and both have a close personal connection to permanent care and adoption. Tracey McKay who was appointed as a casual vacancy in 2024 has nominated for election and has no close personal or family connection.

There are 4 other directors not subject to election at the 2024 AGM,

- 3 with close personal and family connection to permanent care or adoption, Naomi Colville, Judy Goulburn, Lynette Landry and
- 1 without, Kris Peach

To achieve the maximum of 9 directors there are 5 vacancies, with a minimum requirement of 2 directors with close personal and family connection and 1 without.

The Board recommends all the nominating directors be appointed for terms of 3 years, which will result in the maximum of 9 directors, 6 with close personal and family connections and 3 without, which provides the Board with an appropriate mix of needed skills and experiences.

## **Nominations**

### Chris Lockwood

Meets the criteria set out in Sections 1.6 and 1.7 of the PCA Families Board Composition Policy for Close personal or family connection to adoption or permanent care.

I have over 20 years' experience working across the Mental Health, Construction and Finance sectors. With specific knowledge of mental health, safety and suicide prevention in the construction industry, and expertise in managing strategic growth, sustainable funding and partnership development. I am a past director of Suicide Prevention Australia and am the National CEO of MATES in Construction, a charity with 120 staff across the Australia and NZ, which is recognised as the leader in suicide prevention in workplaces and across industry in Australia. As the proud father of two children adopted from China and Korea, I have the lived experience of adoption, therapeutic parenting and the importance of maintaining cultural and peer connections. And I am committed to supporting all families formed through permanent care and adoption to support their children to thrive.

### Kellie Burns

Meets the criteria set out in Sections 1.6 and 1.7 of the PCA Families Board Composition Policy for Close personal or family connection to adoption or permanent care.

I am a Registered Nurse, Midwife and Maternal and Child Health Nurse with 20 years' experience across a variety of health care settings. I am currently a team leader of an Enhanced Maternal and Child Health team specialising in working with vulnerable families and I have a special interest in Parent Infant Mental Health. I am part of the 5th generation of my family to live and work on our family farming property in the Yarra Valley, as well as running a Plumbing and Excavator Business with my husband. My family has a long history of community involvement particularly in the areas that affect us most. I am currently on both Kindergarten and School Parent committees. I am the mother of 2 daughters, who joined my family via local infant adoption. I feel proud and privileged to be part of the Adoption and Permanent Care community and I want to support families through their journey of paren.ng.

### Anson Le

Meets the criteria set out in Sections 1.6 and 1.7 of the PCA Families Board Composition Policy for Close personal or family connection to adoption or permanent care.

I am writing to express my interest in joining the Board of Directors for the Permanent Care and Adoptive Families Incorporate. With a strong background in strategy, finance, and risk management, I am eager to contribute my skills and expertise to help advance the strategic goals and mission of PCA Families, but more importantly the families that it supports.

I am a proud father of two boys and two girls through permanent care and kinship care. As such, I have lived experiences of the joys and challenges for PCA Families. One of my motivations for joining the Board of PCA Families is to ensure that, while their families may not have come together in the traditional way, PCA Families (and kinship!) carers and families are given the same recognition as traditional families, that they should be celebrated for the tremendous contributions they make, not just for their children but to the community. I also wish to be a strong advocate for PCA Family carers, to ensure their perspectives, concerns are heard and that they feel supported on their family journeys.

In my professional career, I have 25 years' experience, working across several industries. Currently I am the Head of Acquisition Integration at RACV, where I am responsible for the strategic and operational direction of acquired businesses. This has allowed me to develop strong governance, finance, and risk management skills. Having completed a Bachelor of Commerce and Bachelor of Information Systems, I am very comfortable with technology and how it is best used to support organisational outcomes. In addition to my professional career, I have also served on a variety of committees such as Vice President on my eldest daughters School Council.

My varied experiences as described, has equipped me with the knowledge and skills necessary to provide valuable insights and guidance to PCA Families and I believe my commitment and enthusiasm can positively impact the Board's work.

I am excited about the opportunity to collaborate with other Board members, share diverse perspectives taken from my role as a PC and kinship father, and contribute to the continued success of PCA Families. I am confident that my background and passion align well with the values and strategic direction of the organisation.

### Tracey McKay

Does not meet the criteria set out in Sections 1.6 and 1.7 of the PCA Families Board Composition Policy for Close personal or family connection to adoption or permanent care.

I am an experienced and values-driven leader with a proven track record in strategic planning, financial management, and stakeholder engagement within the not-for-profit sector. I am a collaborative leader, adept at fostering inclusive cultures and driving organisational growth and sustainability and am committed to advocating for children, young people, and families, with a focus on delivering high-quality, impactful services. As a survivor of institutional care, I bring a unique perspective to the Board.

With over two decades of experience in the Early Years sector, spanning both government and not-for-profit organisations I am currently the CEO of Swinburne Children's Centres, a community-based purpose-driven organisation offering early education and care across four services. Having completed an MBA in my career I have since attained post-graduate qualifications in Management, Governance and most recently, completed her Master of Business Administration, specialising in Leadership. I am a Fellow of the Apiary Fellowship and am deeply committed to effecting systemic change in the Early Years sector through collaborative impact.

### Dashiel Lawrence

Does not meet the criteria set out in Sections 1.6 and 1.7 of the PCA Families Board Composition Policy for Close personal or family connection to adoption or permanent care.

I am a skilled executive and organisational leader with 16 years of professional experience in media, higher education and management consulting. A member of the Australian Institute of Company Directors and GAICD, and a father of two young children, I bring both professional and personal motivations to this governance role. My background as a senior consultant, advising state government on major policies and infrastructure projects, has honed my ability to tackle complex strategic challenges and foster collaborative solutions. My career has equipped me with a robust skill set in strategic planning and development, which would prove relevant in supporting PCA Families through its next phase of growth. As an experienced group facilitator, I excel at working in teams and building consensus among diverse stakeholders, a critical skill for effective board governance. A key strength I would bring to PCA Families is in the area of fundraising and income generation. In my current role, I established a donation scheme that generates over \$50,000 annually for our organisation. This positions me well to help PCA Families diversify its income sources and build financial resilience. Lastly, as a recent graduate of the Company Directors Course™, I bring a contemporary understanding of the duties and responsibilities of a company director. My motivation to join the PCA Families board is twofold.

Firstly, I am eager to apply my skills, experiences and learnings to help PCA Families navigate challenges ahead, diversify its income stream, and shape more effective organisational structures and systems. Secondly, I firmly believe that all Victorians should be invested in ensuring children have safe, stable, and loving homes. Contributing to PCA Families, its staff, clients and the important work it does would be enormously satisfying and aligns deeply with my personal values.