



# SUNBIRD

Hotels and Resorts

## NOTICE OF THE 34<sup>TH</sup> ANNUAL GENERAL MEETING

**NOTICE** is hereby given that the 34th Annual General Meeting of the Company will be held at **Sunbird Mount Soche, Soche International Conference Centre, Blantyre** on **Friday, 17th June 2022** at **15:30 hours** to transact the following business:

### 1. APPROVAL OF MINUTES

To consider and if deemed appropriate to approve the Minutes of the 33rd Annual General Meeting held on **18th June 2021**.

### 2. FINANCIAL STATEMENTS

To consider and if deemed appropriate to approve the audited financial statements for the year ended 31st December 2021 together with the reports of the Auditors and Directors therein.

### 3. DIVIDEND

To consider that in view of the depressed trading in the year 2021, no dividend should be paid in respect of the year 2021.

### 4. DIRECTORS' APPOINTMENTS AND RE-ELECTION

#### 4.1 CONFIRMATION OF DIRECTORS

To confirm the appointment of **Dr McDonald Mafuta Mwale, Ms Moureen Mbeye** and **Mr George Nnensa**.

**Dr McDonald Mafuta Mwale** is the current Secretary to Treasury in the Ministry of Finance Economic Planning and Development. Before the current position he was the Director for Economic Affairs in the Ministry of Finance, Economic Planning and Development and has previously worked on various World Bank projects whilst at the Reserve Bank of Malawi.

Dr Mwale holds a Master of Science (MSc) degree in Economics and Econometrics from Nottingham University in England. He is also a holder of a PhD in Economics from Aberdeen University in Scotland. He is also an undergraduate from Chancellor College of the University of Malawi where he graduated with First Degree in Social Sciences majoring in Economics. He filled a casual vacancy in February 2022.

Ms Moureen Mbeye is the Acting Financial Controller for Press Corporation plc. She holds Bachelor of Accountancy from the University of Malawi, she is a Fellow, Chartered Certified Accountant and a Certified Public Accountant. She has previously worked as a senior auditor at KCC Finance Associates and Peter Holdsworth & Company. She has vast experience of over 15 years, in audit and assurance and sits on a number of boards. She filled a casual vacancy on the Board in April 2022.

Mr George Nnensa is the managing director at ICL (Malawi) Limited. He holds Bachelor of Social Science (Economics) from the University of Malawi - Chancellor College. He also has a Diploma in Management and various certificates in accounting and management from Carleton University, Canada. He has sat on various boards including Blantyre Water Board. He filled a casual vacancy on the Board in May 2022.

#### 4.2 DIRECTORS' RE-ELECTION

To re-elect directors Mr Vilipo Munthali, Mr Chauncy Simwaka, Mrs Maureen Kachingwe and Dr Bernadette Malunga who retire by rotation in accordance with the terms of the Company's Articles of Association, however, being eligible, have offered themselves for re-election.

### 4.3 DIRECTORS' RETIREMENT

To accept the retirement of Director Dr George Partridge.

### 5. DIRECTORS' REMUNERATION

To consider and if deemed appropriate to approve that the remuneration of the Chairman and Directors be adjusted with effect from 1st January, 2022 as follows: -

#### 5.1 Fees

- Chairperson from K4,544,800 to K4,999,280 per annum.
- Other non-executive Directors from K3,778,900 to K4,156,790 per annum.

#### 5.2 Sitting Allowances

- Chairperson from K239,600 to K263,560 per sitting.
- Other non-executive Directors from K191,400 to K210,540 per sitting.

### 6. APPOINTMENT OF EXTERNAL AUDITORS

To appoint Grant Thornton, Certified Public Accountants, as Auditors for the ensuing year and to authorise the Directors to fix their remuneration.

### 7. ANY OTHER BUSINESS

To transact any other business prior notice of which should have been given to the office of the Company Secretary not less than 21 days before the date of the meeting.

**Dated: 10th May 2022**

**By order of the Board**

**SIGNED**

**Allan Hans Muhome**  
**COMPANY SECRETARY**

**Nota bene:** AGM Packs can be collected from the Company Secretary at the registered offices or by emailing [allan@sunbirdmalawi.com](mailto:allan@sunbirdmalawi.com)

**Registered Office**  
**Sunbird Corporate Office**  
**28 Glyn Jones Road**  
**P.O. Box 376**  
**BLANTYRE**

1. A member entitled to attend and vote at the meeting is entitled to appoint a proxy (or more than one proxy) to attend and vote in his/her stead. The proxy need not be a member of the Company.
2. Proxy forms should be forwarded to reach the Company's Registered Offices, whose address is provided above, or the Transfer Secretaries at National Bank of Malawi, Henderson Street, Blantyre, not later than forty-eight hours before the time of holding the meeting and in default the instrument of proxy shall not be valid.