

8 September 2020

To: Commodores / Presidents & GMs of SSF Affiliates

Dear Sir / Madam,

1st Notice of 54th Annual General Meeting of Singapore Sailing Federation

Notice is hereby given that the 54th Annual General Meeting (AGM) of the Singapore Sailing Federation (SSF) will be held by electronic means at 7.00pm on Tuesday, 29 September 2020.

2 In light of the COVID-19 situation and pursuant to the relevant order under the COVID-19 (Temporary Measures) (Alternative Arrangements for meetings for registered societies) Order 2020, the following key arrangements will be adopted for the Annual General Meeting:

2.1 A member will not be able to attend the AGM in person. A member may only attend the AGM by observing and listening to the proceeds of the meeting by electronic means. Further details will be provided on 23rd September 2020 when the 2nd Notice of AGM is served.

2.2 Each Ordinary Member (also referred to as “Voting Member”) may only vote by appointing the Chairman of the meeting as the member’s proxy to vote at the meeting. The current President of SSF will preside as the Chairman under clause 14.1 of the SSF Constitution.

2.3 Each Member may appoint in writing up to five Delegates to attend the AGM by Electronic Means.

3 Please submit the following via email to secgen@singaporesailing.org.sg by 5.00pm, 22 September 2020 in accordance to clause 10.5 and 12.6 of the SSF Constitution:

3.1 Delegates Registration Form;

3.2 Nomination Form, if you wish to submit nominees for the following positions for the new term of 2020 to 2022, as the term of the following executive committee positions will end on the date of the AGM:

- a) Vice President
- b) Vice President
- c) Deputy Treasurer

3.3 Any other business that your club would like the AGM to consider, in accordance to clause 10.3(d) of the SSF Constitution.

4 Information on the video conferencing link and the annual report will be sent with the 2nd Notice of AGM on 23rd September 2020.

5 Please contact Mr Chung Pei Ming (peiming@singaporesailing.org.sg) should you require any further information regarding the AGM.

Yours sincerely,



Chung Pei Ming
Secretary General

Attached are:

- Agenda
- Delegates Registration Form
- Nomination Form

54th Singapore Sailing Federation Annual General Meeting

Date: Tuesday, 29 September 2020

Time: 7.00pm

Via electronic means

AGENDA

1. President's Address
2. To approve Minutes of 53rd Annual General Meeting
3. To receive and adopt the Annual Report
4. To receive and adopt the Financial Statement of Accounts for the year ending 31 March 2020
5. Under the Constitution, Clause 10.3b) and 12.1 – to elect the following Office-Bearers for the respective new terms:
 - a. Vice President
 - b. Vice President
 - c. Deputy Treasurer
6. Under the Constitution, Clause 12.11 - to appoint Advisor for one-year term
7. Under the Constitution, Clause 10.3c) – to elect an external auditor for 2020/2021
8. To consider Any Other Business, notice of which had been given to the Secretary General not less than seven days before the date of AGM.

Yours sincerely,



Chung Pei Ming
Secretary General

54th Singapore Sailing Federation Annual General Meeting

Date: Tuesday, 29 September 2020

Time: 7.00pm

Via electronic means

DELEGATES REGISTRATION FORM

To: Secretary General, Singapore Sailing Federation:

secgen@singaporesailing.org.sg

The following delegates from our club/marina/association will be attending the 54th Singapore Sailing Federation Annual General Meeting on Tuesday, 29 September 2020 via electronic means.

No.	Full name of Delegate	Position in Club	Email Address
1.			
2.			
3.			
4.			
5.			

Submitted by:

Authorised Name / Position

Signature

Name of Club / Club Stamp

Date

54th Singapore Sailing Federation Annual General Meeting

Date: Tuesday, 29 September 2020

Time: 7.00pm

Via electronic means

NOMINATION FORM

To: Secretary General, Singapore Sailing Federation:

secgen@singaporesailing.org.sg

Position	Vice President		
Candidate		Signature	
Proposer		Signature	
Secunder		Signature	

Position	Vice President		
Candidate		Signature	
Proposer		Signature	
Secunder		Signature	

Position	Deputy Treasurer		
Candidate		Signature	
Proposer		Signature	
Secunder		Signature	

Endorsed by:

Name of Commodore

Signature

Name of Club / Club Stamp: _____