



120 Boon Lay Drive, Singapore 649924 • Tel: 6267 7080 • Fax: 6268 4707 • Jurong West P.O. Box 1176, Singapore 916436  
Email: [jcoc@jurongcoc.org](mailto:jcoc@jurongcoc.org) • Website: <http://www.jurongcoc.org>

## **NOTICE OF ANNUAL GENERAL MEETING 2021**

NOTICE IS HEREBY GIVEN that the 40th Annual General Meeting 2021 of the Jurong Church of Christ will be held at 120, Boon Lay Drive, Singapore 649924 on Sunday, 27 June 2021 at 1015 hours for the purpose of considering, and, if thought fit, to pass the following Resolutions:

1. Passing of the minutes of the 39th Annual General Meeting.
2. The adoption of the Church's audited Financial Statement as at 31<sup>st</sup> December 2020.

(A copy of audited P&L and Balance Sheet is posted in Dropbox and is accessible to all with a password provided.)

3. Appointment of office bearers for Y2021.

**President:** Cheong Chee Meng

**Secretary:** Chan Chok You, John

**Treasurer:** Lim Anthony

**Committee members:**

Kwek Soon Hee, Vincent	Goh Chee Young
Goh Seach Joo	Ho Wee Kheat, Patrick
Nyau Kau Chai, Tommy	Chua Hanming, David
Quek Weiji, Lucas	Chan Yin Seng, Andrew

4. Appointment of Independent auditors Kreston David Yeung PAC for Y2021.
5. To seek approval of up to \$4000 (inclusive of GST) for Audit fee for FY2021.
6. Any other business.

**Attached in the Church's Dropbox:**

- The agenda for this meeting
- The minutes of the last Annual General Meeting
- Audited Financial Statements

**Attached in the Church's Google Drive:**

- Proxy form



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### Personal Data Privacy:

By submitting an instrument appointing the President of the AGM to attend, speak and vote at the AGM and/or any adjournment thereof, a member of the Society consents to the collection, use and disclosure of the member's personal data by the Society for the purpose of the processing, administration and analysis by the Society of the appointment of the President of the Meeting as proxy for the AGM (including any adjournment thereof) and the preparation and compilation of the attendance lists, minutes and other documents relating to the AGM (including any adjournment thereof), and in order for the Society to comply with any applicable laws, regulations and/or guidelines.

### Important Notes:

In light of the COVID-19 situation and pursuant to the relevant order under the COVID-19 (Temporary Measures) Act 2020, the following arrangements will be adopted for the Annual General Meeting:

- a. A member will not be able to attend the Annual General Meeting in person. A member may only attend the Annual General Meeting by observing and listening to the proceedings of the meeting by electronic means.
- b. A member may submit questions to the charity via post or email. The questions must reach the charity at least 3 days prior to the Annual General Meeting;
- c. All substantial and relevant questions will be addressed by the Board and/or management prior to, or at, the Annual General Meeting. Questions that concern a matter that will be put to a vote will be addressed by the Board and/or management before the closing date for the lodgment of proxy forms;
- d. A member may only vote by appointing the President of the meeting as the member's proxy to vote at the meeting by depositing with the Charity an instrument of appointment (also known as "the proxy form") by post to 120 Boon Lay Drive Singapore 649924, or by replying through Google form (email address will be captured). The completed proxy form must reach the Charity at least 48 hours before the time for holding the Annual General Meeting. A copy of the proxy form is attached. In appointing the President of the meeting as a proxy, a member must give specific instructions with regards to voting, or abstentions from voting, in the form of proxy, failing which the appointment may be treated as invalid.

By Order of the Board.

Chan Chok You, John  
Secretary of the Society  
Singapore, 6 June 2021