



Singapore's Premier Oasis On The Padang

5 April 2024

TO MEMBERS

136TH ANNUAL GENERAL MEETING

Notice is hereby given for the 136th Annual General Meeting (AGM) of the Singapore Recreation Club to be held at the Esplanade Ballroom, Level 3 on Saturday, 27 April 2024 at 10am.

The registration counter located at the lobby will open from 9am. Members are required to furnish either their (a) membership card, (b) NRIC or (c) Driver's Licence for registration. Wrist bands will be issued to registered members. Voting will be conducted via paper ballots.

As this is an AGM, members are reminded that guests are not allowed to be brought in at all. Likewise, Family Junior Members and any child below the age of 21 years old, including babies, are not allowed to be brought in at any point in time.

Seating at the Esplanade Ballroom will be available on a first-come-first-served and parking fees are waived for those attending the meeting. Refreshments will be served at 9am.

The registration counter will close at 7:45pm sharp, and the voting booth will close at 8.00pm.

Agenda

1. To adopt the Standing Orders
2. President's Address.
3. Election of Members to Committee.
 - 1.1 Introduction of Candidates Standing for Election.
 - 1.2 To elect President, a Vice-President, a Finance Member, a GCB Chairman and eight Committee Members for the term 2024 to 2026.
4. To confirm and adopt the minutes of the following meetings:
 - 1.1 135th Annual General Meeting held on Saturday, 29 April 2023
 - 1.2 2nd Extraordinary General Meeting under the 126th Management Committee held on Sunday, 24 March 2024.
5. Matters arising from the above listed minutes of which seven (7) clear days' notice has been given in writing to the General Manager/Secretary.
6. Finance Chairman's Address.
7. To receive the Annual Report and pass the accounts for the financial year ending 31 December 2023.
8. To appoint Auditors for the ensuing year.
9. To decide on any resolution of which fourteen (14) clear days' has been given to the General Manager/Secretary
10. To transact any business of which seven (7) clear days' notice and any question relating to the annual report and accounts, of which three (3) clear days' notice has been given to the General Manager/Secretary

BY ORDER OF THE MANAGEMENT COMMITTEE

MR DESMOND TAY
GENERAL MANAGER / SECRETARY

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AGM Material

The following documents are available on the Club's website (www.src.org.sg), under Events/Annual General Meeting:

1. Annual Report 2023
2. Minutes of the 135th Annual General Meeting
3. Minutes of the 2nd Extraordinary General Meeting
4. Audited Accounts for the Financial Year ending 31 December 2023



<https://tinyurl.com/src136thagminfo>

BY ORDER OF THE MANAGEMENT COMMITTEE

A handwritten signature in black ink, appearing to be 'Desmond Tay', written over a faint circular stamp or watermark.

MR DESMOND TAY
GENERAL MANAGER / SECRETARY

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On the AGM Day

The AGM will commence once a quorum of 150 voting members is reached.

If a quorum of 150 voting members is not reached by 10am on Saturday, 27 April 2024, the Chairman will adjourn the meeting for 30 minutes.

Should the number then be insufficient to form a quorum, those present shall be considered a quorum, but they shall have no power to alter, amend or make additions to any of the existing Constitution (in accordance with Rule 35(e) of the Club's Constitution).

Voting slips must be dropped off personally by the voting member into prescribed sealed ballot boxes.

Only original voting slips will be accepted. No duplicates will be issued should they be misplaced.

ASSISTANCE

For assistance on AGM matters, please email the GM's Office at: agm2024@src.org.sg

For assistance on Corporate Membership-relating voting or to check on membership status, contact the Membership department at: mship@src.org.sg

BY ORDER OF THE MANAGEMENT COMMITTEE



MR DESMOND TAY
GENERAL MANAGER/SECRETARY

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VOTING PROCEDURE

1. Registration counters for voting will open after the Chairman makes a declaration at the AGM. The last issuance of voting slips will be at 7.45pm and voting booth will close at 8.00pm on that day.
2. Members are required to produce their (a) membership cards or (b) NRIC or (c) Driver's Licence for registration. Only members with the required photo identification will be allowed to vote.
3. Membrs are required to exercise great care in their handling of the voting slips. No additional voting slips will be issued in the event of any claim of loss.
4. Upon registration, members **eligible for voting** will be issued with a sealed envelope which will contain the voting slips. Members are requested to open the envelope **ONLY** in the voting booth.
5. Voting may begin only after the Chairman makes a declaration. Members who wish to vote may start voting from that time onwards. Members who wish to wait for the discussion to finish may do so and cast their votes before 8pm. As per Constitution Rule 35 (d) iii), anyone who fails to cast his/her vote by that time shall forfeit his/her right to vote at that meeting.
6. Each member is entitled to vote only once. Voting by proxy will NOT be allowed. Persons voting in capacity as "designated persons" of Corporate Members should produce a letter of authorisation to vote on behalf of the organisation. Only one (1) designated person from an organisation shall have the right to only one (1) vote.
7. Scrutineers will be present to witness the closing of the register, counting, and verification of votes. The voting ballot boxes will be opened in the presence of independent scrutineers and external Auditor on Saturday, 27 April 2024 at 8pm for counting. Results will be announced on the same day and published on the Club's website and Notice Board.

BY ORDER OF THE MANAGEMENT COMMITTEE



MR DESMOND TAY
GENERAL MANAGER / SECRETARY

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STANDING ORDERS

1. Once the meeting is called to order, all members will cooperate with the Chairman of the meeting, to help him conduct the proceedings in a peaceful and orderly manner.
2. All questions submitted will be read by the Chairman or General Manager / Secretary, provided that they have not been addressed prior to the Meeting. Answers will be given by the Chairman or by persons specially authorised by him to do so.
3. The Member who submitted the question will be allowed to speak once after the Chairman has replied subject to Order 5. The Member putting forward the question will have the privilege of replying once, subject to Order 5.
4. Members will seek permission from the Chairman before they speak and will not interrupt others who have the floor.
5. A member who has written in to the Club as per Rule 35(d) of the Club's Constitution will only be granted three (3) minutes to speak on the subject mentioned in his/her letter.
6. With the permission of the Chairman, the member who has written in may raise a point of order or provide an explanation to some material point in his/her speech if he/she thinks it has been misunderstood.
7. The ruling from the Chairman will be final.
8. No photography or video recording is allowed.
9. If any member disobeys the above Standing Orders and behaves in a disorderly manner, the Chairman has the authority to request such member to leave the meeting and if such member refuses to comply with the ruling from the Chairman, he/she will be ruled out of the meeting.
10. By attending the AGM, members have given consent for the Club to use images and/or Videos of you taken during this session on the Club's media/communications platforms.

BY ORDER OF THE MANAGEMENT COMMITTEE



MR DESMOND TAY
GENERAL MANAGER / SECRETARY

IMPORTANT NOTES

1. Rule 35(c) of the Club's Constitution states that "The Committee may at any time for any special purpose, call an Extraordinary General Meeting and they shall do so forthwith upon the requisition in writing of any 500 members, or 10 per cent of the eligible voting members, whichever is the lesser, stating the purpose for which the meeting is required."
2. Rule 35(d)(ii) of the Club's Constitution states that "All proceedings at the General Meetings shall be regulated by the Chairman or anyone authorised by him."
3. Rule 35(e) of the Club's Constitution states that "The Quorum at all General Meetings shall be 150 members or 20 percent of the voting membership whichever is the lesser. In the event of there being no quorum, the meeting shall be adjourned for 30 minutes and should the number then present be insufficient to form a quorum, those present shall be considered a quorum, but they shall have no power to alter, amend or make additions to any of the existing Constitution."
4. Persons voting in the capacity as "designated persons" of Corporate Members should produce a letter of authorisation to vote on behalf of the organisation. Only one (1) designated person from an organisation shall have the right to only one (1) vote. For more details, contact the Membership department at: mship@src.org.sg

5. Resolution

Any member desirous of moving any resolution at the Annual General Meeting shall give notice thereof in writing together with the name of his/her seconder to the General Manager/Secretary by **Friday, 12 April 2024 by 6pm** (in accordance with Rule 35(b) of the Club's Constitution).

6. Nomination Forms For Election to Management Committee

Any member wishing to stand as a candidate for election to the Management Committee may collect a Nomination Form from the Front Office from Friday, 5 April 2024 onwards. Nomination forms are available from Mondays to Fridays, between 9am to 6pm.

Completed Nomination Forms must be received by the General Manager/Secretary **by Friday, 19 April 2024 by 6pm** (in accordance with Rule 31(b) (i) of the Club's Constitution).

7. AGM & EOGM Minutes, General Matters and Accounts

The provisions of Rule 35(d) of the Club's Constitution state that no business other than that of which seven (7) clear days' notice (**Friday, 19 April 2024 by 6pm**), in writing has been given shall be brought up at such meetings provided always that should any member desire to raise any question relating to the annual report and accounts, he/she shall give at least three (3) clear days' notice (**Tuesday, 23 April 2024 by 6pm**), of such intention to the General Manager/Secretary in writing.

BY ORDER OF THE MANAGEMENT COMMITTEE



MR DESMOND TAY
GENERAL MANAGER / SECRETARY