



Franchising and Licensing  
Association (Singapore)

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## **NOTICE OF ANNUAL GENERAL MEETING (AGM)**

Notice is hereby given by the 23<sup>rd</sup> Executive Committee that the Annual General Meeting (AGM) of the Franchising and Licensing Association (Singapore), will be held on 29 March 2018 (Thursday), 4.00pm – 5.00pm at The Vine Ballroom, Metropolitan YMCA Singapore, 60 Stevens Road, Singapore 257854.

### Agenda items:

1. To approve and adopt Minutes of the 23<sup>rd</sup> AGM held on 27 March 2017 (as per attached);
2. To receive Chairman's Report on behalf of the Executive Committee for the year ended 31 December 2017;
3. To receive and, if approved, pass the Balance Sheet and Statement of Accounts of FLA (Singapore) for the year 2017;
4. To elect Office Bearers for year 2018;
5. To appoint Auditor for year 2018 accounts;
6. To approve and adopt proposed amendments to the Association's Constitution (as per attached Annex 1);
7. To transact any other business in accordance with the Association's Constitution.

Dated this 5<sup>th</sup> day of March 2018.

By order of the Executive Committee

Franchising and Licensing Association (Singapore)

Mr Alex Butt

HONORARY SECRETARY

## **NOTES ON VOTING**

1. Election shall be by a simple majority of votes. Each Ordinary Member shall have one vote.
2. Each Member shall appoint one person to be its authorised representative at the AGM and who shall vote on its behalf.
3. Votes may be given either in person or by proxy. Proxies (who shall be Ordinary Members of the Association) shall be appointed in writing signed by the appointer and appointee. The appointment of the proxy shall be notified to the Honorary Secretary no later than 48 hours before the AGM through submission of the proxy form by email or fax.
4. Under Rule 8(3) of the Constitution, any two (2) Ordinary Members may nominate any Ordinary Member for election to any position of the Executive Committee at the AGM by submitting the Nomination Form to the Honorary Secretary at least ten (10) days before the AGM by email or fax.
5. The following positions in the Executive Committee are open for election:  
*President*  
*Vice-Presidents*  
*Honorary Secretary*  
*Honorary Treasurer*  
*Committee Member – seven positions*
6. Members of the 2017 Executive Committee are  
*President* *Robert Leong*  
*Vice-Presidents* *Andrew Tjioe*  
*Andrew Khoo*  
*Honorary Secretary* *Alex Butt*  
*Honorary Treasurer* *Bobby Ong*  
*Committee Members* *Ernie Koh*  
*Albert Kong*  
*Andrew Lee*  
*Eric Lim*  
*Dickson Low*  
*John Ong*  
*Steen Puggaard*
7. Rule 8(2) of the Constitution states that the President shall not be capable of re-election as President for more than three consecutive terms and the Honorary Treasurer shall not hold the same position for more than two consecutive terms.