

Minutes of Annual General Meeting 2021

Date: 29 August 2021, Sunday

Venue: Zoom and Waterways Watch Society HQ (Kallang)

Time: 1500hrs to 1630hrs

Attendees (71):

Adrian William Kiang Hwee Chng, Alex Siong Aik Tan, Ang Kok Seng, Anqi Li, April Gwee, Lai Ching Wee (Ben), Toh Boon Whye, Brian Sun Jun Chee, Chen Su Zhen, Deborah Sia, Diane Neo, Tay Ji Qin (Joseph), Eddie Lee, Edwin See, Eric Guan Hiang Lim, Eric Tan Wee Shan, Eugene Heng, Gan Kong Nam, Gappe Jennifer, Harigampitage Manjari Bhagya Jayathilake, Herman bin Ahmad, Ho Chee Weng, Hoi Pun Peng (George), Hon Wai Leong, James Ho, Jamie Poon, Jessica Huazhen Hu, Jimmy Chua, Joey Chan, John Tan, Jolisa Lim, Jonathan Poo, Kok Wai Tong, Low Joo Kek, Kanan, Ked Poon Chong (Chong), Kelvin Sim, Kenneth Goh, Kenny Kam Kian Lee, Kheh Kim Chong (KK), Kian Seng, Kim Seng Lim, Kwek Fon Kong (Louis), Kyaw Moe Aung, Mary Jesamin, Mierigen Mohamad Noor Bin Samat, Mohamed Imran bin Samat, Mulcahy Donna Declue, Patrick John Mulcahy, Pavel Kuzmin, Peh Thiam Chen (TC), Poh Peng, Rakhitha Rangana Manchanayaka, Ritche, Rowena Balunan Viacrucis, Shiang Nee Ng, Shue Ting, Stephanie Khoo, Tan Soi Hong, Tay Kheng Tong, Tan Jui Ming, Telly Sim, Sharon Tay Hui Ling, Tan Yan Ping, Victoria Lee, Wee Bee Lian, Yam Junjie, Yume Tay, Yvonne Tan,

Absent with Apologies (13):

Alicia Choy, Benedict Tan, Calvin Bow, Claire Louise Martin, Dalun Edwin Shi, Edward John Sebastian, Gregory Tan, Helen Heng, Koh Puay Heng, Lawrence Teong Hean Yeo, Phillip Wee Meng Chua, Shoko Suzuki, Tan Swee Tean

With a total of 55 voting members and 16 non-voting members in attendance, a quorum was achieved and AGM 2021 officially commenced.

Opening Speech by Mr Eugene Heng

Mr Eugene Heng, CEO and Founder of Waterways Watch Society, welcomed and thanked all members who attended this year's virtual AGM via Zoom. He gave an overview of the following:

- Operating and financial statistics
- Bicentennial Community Fund (BCF)
- Innovation amidst the pandemic
- Main sponsors
- New fundraising platforms
- Membership

On behalf of his very supportive Committee, Eugene thanked all the supporters and wished everyone to stay safe and stay well. His speech can be found in the Annual Report 2021.

Passing of AGM 2020 Minutes by Mr Low Joo Kek

Mr Tay Kheng Tong (member) proposed and Mr Lai Ching Wee, Ben (member) seconded the passing of AGM 2020 minutes. All present were unanimous in favour of approving the minutes.

Review of April 2020 to March 2021 by Mr Low Joo Kek

President of Waterways Watch Society Mr Low Joo Kek shared that despite the various Covid restrictions, the year gone by was a fruitful one for Waterways Watch Society. He gave a review of the following:

- Membership increase and orientation
- Branch offices
- Patrol volunteer sessions
- Safe management measures

The full review can be found in the Annual Report 2021.

Review and Passing of Accounts from April 2020 to March 2021 by Ms Ng Shiang Nee

Ms Ng Shiang Nee, Assistant Treasurer of Waterways Watch Society, presented the overall performance of the Society for the financial year April 2020 to March 2021. While the financial year remains a challenging one for WWS, the Society is fortunate to gain substantial financial support from the BCF. Nonetheless, the support should not be taken for granted as the expenditure of the Society remains high. The Society did not the lay off any manpower in this difficult time.

Shiang Nee extended her utmost appreciation to Yvonne Tan Hui Juan, who has helped to close the financial accounts and work with the auditors this year.

Mr Tan Siong Aik Alex (member) proposed and Mr Tay Kheng Tong (member) seconded the passing of the Financial Accounts. One member abstained from passing of Financial Accounts. All others present, the majority, were in favour of approving the Financial Accounts for the year ended 31 March 2021.

Jurong-Lakeside Office Updates by Mr Kong Kwek Fon (Louis)

Mr Louis Kong presented the location of the Society's two-year-old Jurong-Lakeside satellite office. The lakeside branch was officially opened on 18 August 2019 with one bicycle, one boat and foot patrol. At present, the Lakeside office has three patrol boats, one catamaran, 15 foldable bicycles, three single kayaks and 10 double kayaks.

In the area of memberships, the Lakeside branch is gaining more traction and the branch has a total of 97 members registered as of 31 March 2021. In the year, the Lakeside team has conducted a total of 95 patrol sessions with an average of five members in each session, totalling to 285 volunteer hours. Louis extended his thanks to the eleven boat skippers who have helped in the regular boat patrol sessions and encouraged more members and boat skippers to join the Lakeside team.

Punggol Office Updates by Mr Low Joo Kek

Mr Low Joo Kek shared that the Punggol Office has been established for 7 years and is still operating well with both weekday and weekend patrols. Joo Kek thanked Mr Kok Wai Tong who has come forward to extend his help to run the Punggol Office together.

The Punggol team observes an increasing trend in the number of members joining the branch, and the team has acquired 199 members as of 31 March 2021. In the year, the Punggol team conducted a total of 88 sessions of patrols with an average of 6 members in each session, amounting to 1,584 volunteer hours.

Starting off with only one boat and six bicycles, Punggol's fleet has increased to three boats, 15 bicycles, two two-seated kayaks and four single seat kayaks. The Punggol office operates twice per week on weekdays since 17 August 2020.

Three environmental outreach programmes were conducted at Punggol this year. They are the Coney Island Eco Tour (2 trips, 25 participants) and two sessions of environmental sharing with Ministry of National Development under the Executive Development Growth Exchange Program (EDGE) with 60 Participants. A video featuring the Society's members actively involved in the tree planting session organised by NParks this year was played. The WWS team supported the initiative and conducted two tree-planting sessions with 40 participants.

Election of New Committee Members 2021/2023

The nominees for the new Committee were presented. Ms Sharon Tay (member) proposed and Mr Kenneth Goh (member) and Mr Jonathan Poo (member) seconded the nomination. All present were unanimous in favour of approving the new Committee 2021/2023, as follows:

President	Mr Low Joo Kek
Vice-President	Ms Woei Shyuan Lee, Victoria
Treasurer	Ms Ng Shiang Nee
Assistant Treasurer	Ms Yvonne Tan Hui Juan
Secretary	Ms Goh Chia Chia
Assistant Secretary	Ms Tan Yanping

Constitution Amendments by Ms Victoria Lee

Vice-President Ms Victoria Lee presented the proposed Constitution Amendments, which can be found in Appendix A. Most of the proposed constitutional changes are updates in compliance with current operating situation.

Mr Edwin See (member) proposed and Ms Sharon Tay (member) seconded the passing of the Constitution Amendments. All present were unanimous in favour of approving the proposed constitution changes. The Committee will proceed to make the changes and attain necessary approval from MCCY and ROS.

Introduction of Admin Team and Future Plans by Mr Eugene Heng

Introduction of Admin Team

Mr Eugene Heng introduced the admin team: Ms Diane Neo, Mr Kok Wai Tong, Ms Jamie Poon, Ms Jolisa Lim, Ms Peh Shue Ting, Ms Li Anqi, Mr Ding Kian Seng, Ms Yvonne Tan and Ms Goh Chia Chia. Eugene highlighted the importance of the maintenance team, Uncle Joe, Mr Alvin Tay, Mr Edwin See, Mr Shawn Tan and Mr Vincent Choo for maintaining the facilities and assets to ensure the smooth operations of the outreach programmes and patrols.

Future Plans

1. Donation Platforms

The various donation and partner platforms the Society is currently on and those which the Society is working to onboard include: Benevity, Chatrity, DBS Live Better, giving.sg, Goodera, and YourCause. Eugene extended his thanks to those who have contributed to help the Society grow.

2. Community Garden

Eugene thanked the Society's dedicated Garden Team, who has been relentlessly working on beautifying the garden and improving the biodiversity pond. The Society hopes to see such enthusiasm perpetuate and more members share the fruits of labour together.

3. Future Plans for Punggol – SIT, Community Centre, Punggol Digital District, OBS

Some of the Punggol town plans may have potential impact on the Society's scope of work. With Punggol striving to build a smart and integrated district (with Singapore Institute of Technology a

new Community Centre and Outward Bound School), the area will attract more traffic and human activities. Members are urged to join the Punggol team in their weekly patrols.

4. Future Plans for Jurong Lakeside – Jurong Cruise, Collaboration with NParks

The Society is planning to launch a new activity at Jurong Lakeside – a cruise in Jurong Lake to increase engagement and presence in the Jurong district. This is in line with the Society's mission to instil environmental stewardship in the community.

5. Offsite Locations for Members' Patrol (e.g. Pang Sua, Yishun Pond)

With the surge in memberships, Waterways Watch is looking at expanding its operations and launching off-site patrols to further engage members. Mr Kok Wai Tong, Mr Low Joo Kek, Mr Adrian William Chng among others have helped to kickstart this initiative and recced the areas of Pang Sua Pond and Yishun Pond. All members are encouraged to actively participate in the initiative and continue to walk the talk.

6. New Challenges – Fishing, Littering

Two graphs depicting the total litters collected by the members during their patrols and the total number of masks collected by the members for the past year were highlighted. Unfortunately, the Society observes an increasing trend in the number of trash picked up. Instilling good social grace and behaviour amongst the public continues to be a work-in-progress.

Closing Remarks by Mr Low Joo Kek

In his closing remarks, Mr Low Joo Kek paid a tribute to the Society's former President and Treasurer, Mr Ivan Teo, who passed away in the year. He then extended the Society's appreciation to all donors, partners and individuals for their continuous support. In these uncertain times, Waterways Watch Society is even more committed to working closely with all its partners, schools, corporates and members to help position itself stronger than before.

Joo Kek wished members good health and to stay safe and closed the meeting.

Appendix A – Constitution Amendments 2021

No.	Reason for Change	Details of Change
1	Update place of business	2.1 from 6 Hua Guan Ave to 4876 Beach Road, Singapore 199587
2	Adjust expenditure authority in lieu of increased operational activity	8.7 The Committee has power to authorise the expenditure of a sum of \$60 000 \$10 000 for running expenditure per month and a sum of S\$40 000 S\$25 000 for capital expenditure. Cheques issued Payments made by the Society will need to be signed approved by 2 authorised persons, one of which must be either the Treasurer or the Assistant Treasurer.
3	Clarify phrases	8.2 To ensure continuity in the Society, at least half of the existing Management Committee members must stand for re-election the following term year . 8.9 Any Sub-Committee Chairperson must be recommended by at least 2 working main c Committee members and/or Trainers. Swap order of 17.1 and 17.2
4	Provide for less costly and private means of dispute settlement	16. In the event of any dispute arising amongst members, they shall attempt to resolve the matter at an d Extraordinary General Meeting in accordance with this Constitution. Should the members fail to resolve the matter, they shall be referred to mediation. In the event that the dispute remains unresolved at the conclusion of the mediation, the dispute shall be referred to arbitration in Singapore. may bring the matter to a court of law for settlement.

5	Remove method of notification in digital age	<p>5.3 A Copy of the Constitution shall be made available furnished to every approved member.</p> <p>7.4 If the Committee does not within 2 months after the date of the receipt of the written request proceed to convene an Extraordinary General meeting, the members who requested for the Extraordinary General Meeting shall convene the Extraordinary General Meeting by giving 10 days' notice to voting members setting forth the business to be transacted and simultaneously posting the agenda on the Society's notice board.</p> <p>7.5 The particulars of the agenda shall be made available to the members posted on the Society's notice board 4 days in advance of the meeting through email or other electronic modes.</p> <p>11.4 Notice of any proposal... shall be circulated to the members via email or other electronic modes must be given by posting it on the notice board in the Society's premises...</p>
6	Align with legal requirements	<p>7.2 An Annual General Meeting shall will be held not later than 6 months from the end December of the same financial year.</p>
7	Gender inclusion	<p>Change all male pronouns (he/him/his) to gender-neutral pronouns (they/them/their) in 5.1, 7.8, 8.5, 8.12, 9.1-9.6, 11.3, 11.4</p>