

Minutes of the Thirty-Fifth (35th) Annual General Meeting of the Chinese Australian Services Society Limited

Date: Sunday, 27 November 2016

Venue: Registered Office
44-50 Sixth Avenue,
Campsie NSW 2194

Time: 10:00am

Attendance: Please refer to the annexure.

Apologies: Dr. Leng Tan, Dr. Tony Goh, Ms. Seong Mok.

At 10:05am, the Chairperson, Dr. Bo Zhou, announced that there was sufficient quorum to commence the 35th Annual General Meeting (AGM) of the Chinese Australian Services Society Ltd, commonly known as “CASS” in the community.

Dr. Zhou welcomed everyone to the meeting and consulted members on the languages to be used for the meeting. It was decided that the meeting would be conducted in Mandarin and supplemented by English.

1. To confirm the Minutes of the Thirty-Fourth (34th) Annual General Meeting held on 29 November 2015.

- The Minutes were uploaded to CASS social media platforms for members to access.
- No amendments to the Minutes were requested from the quorum.
- Ms. Reinnie Jiao moved that these Minutes be accepted.
- Ms. Louise Wu seconded the motion.
- There being no objections from the floor, the motion was unanimously passed.

2. Business arising from the Minutes.

- There was no business arising from the Minutes.

3. To receive and consider the Report of the Board of Directors for the year ended 30 June 2016.

- The Report was uploaded to CASS social media platforms for members to access prior to this meeting. Copies were also available to members at the meeting.
- The motion to adopt the Report was moved by Mr. Tao Bai.
- The motion was seconded by Mr. Sean Zhang.
- There being no objections from the floor, the motion was unanimously passed.

4. To receive and consider the Income Statement, the Balance Sheet and the Auditors' Report for the year ended 30 June 2016.

- Dr. Bo Zhou presented the Income Statement, the Balance Sheet and the Auditors' Report for the year ended 30 June 2016 and highlighted key points in the financial reports. He noted that under the leadership of Mr. Henry Pan, a good surplus was achieved during the financial year.

- Dr. Zhou highlighted that CASS Group had generated a revenue of over \$16m in the last financial year, which was 44% higher compared to the previous year. He also highlighted that the surplus was \$600k over the amount in the previous year. He thanked Mr. Henry Pan and staff members for their efforts.
 - Mr. William Chen moved that the financial statements as presented be accepted.
 - Mr. Barry Guan seconded the motion.
 - There being no objections from the floor, the motion was unanimously passed.
5. *To elect five (5) members to the vacancies on the Board of Directors and six (6) members to the positions of Alternate Directors for the ensuing year.*
- Dr. Zhou announced that there were 5 vacancies on the Board of Directors. The 5 retiring Directors were Mr. Anthony Pang, Ms. Louise Wu, Mr. Hartono Arifin, Mr. Sean Zhang and Ms. Reinnie Jiao.
 - Dr. Zhou then announced that there were 5 nominations for the position of Director on the Board of CASS. The three candidates were as follows:
 - Mr. Anthony Pang
 - Ms. Louise Wu
 - Mr. Hartono Arifin
 - Mr. Sean Zhang
 - Ms. Reinnie Jiao
 - As the number of candidates equalled the number of vacancies, Dr. Zhou declared that all nominated candidates duly elected as Directors of the Board of Directors.
 - Dr. Zhou announced that the 3 retiring Alternate Directors were Mr. Philip Ang, Mrs. Teresa Chu and Mr. Henry Huang.
 - Dr. Zhou announced that there were 6 vacancies for the position of Alternate Directors and there were 6 nominations.
 - The 6 candidates for the position of Alternate Director were as follows:
 - Mrs. Teresa Chu
 - Mr. Barry Guan
 - Mr. Luan Thiam Ang
 - Mr. William Chen
 - Mr. Aaron Mi
 - Mr. Colin Chen
 - As the number of candidates equalled the number of vacancies, Dr. Zhou declared that all nominated candidates duly elected as Alternate Directors of the Board of Directors for the ensuing year.
 - Dr. Zhou congratulated all the candidates for their successful election to the Board.
6. *To elect a maximum of two (2) Elders to the vacancies on the Council of Elders for the next four years.*
- Dr. Zhou announced that the 3 retiring Elders were Mr. Fat Leong, Mr. Peng Bai and Mr. Peter Fong.
 - Dr. Zhou announced that there were two nominations for Elders who were Mr. Peng Bai and Mr. Philip Ang.
 - Voting was carried out for Mr. Peng Bai to be elected to the position of Elder. 31 votes out of the 33 voting members (94%) voted for the nomination. Based on the ballot result, Dr. Zhou declared that Mr. Peng Bai be elected as Elder on the Council of Elders for the next four years.

- Voting was carried out for Mr. Philip Ang to be elected to the position of Elder. 33 votes out of the 33 voting members (100%) voted for the nomination. Based on the ballot result, Dr. Zhou declared that Mr. Philip Ang be elected as Elder on the Council of Elders for the next four years.
- Dr. Zhou congratulated Mr. Bai and Mr. Ang for their successful election as Elders on the Council of Elders.

7. *To elect an auditor for the Company for the coming year.*

- Mr. William Chen proposed to appoint an auditor through open tender for the coming year.
- Mr. Hun Chew Low moved the motion:
“This Meeting directs and authorizes the Board to appoint an auditor for the coming financial year through open tender.”
- Mr. William Chen seconded the motion.
- There being no objections from the floor, the motion was unanimously passed.

8. *To determine an Entrance Fee for CASS Membership.*

- Dr. Zhou reported that the Board of Directors proposed the Entrance Fee for CASS membership for the coming year to remain the same as the current amount, i.e. \$38.
- Voting was carried out for the motion with 32 votes out of 33 voting members (97%) agreed with the motion.
- The motion was carried.

9. *To determine the Annual subscription fee for CASS Membership.*

- Dr. Zhou reported that the Board of Directors proposed the Annual Subscription Fee to remain the same as the current amount, i.e. \$55.
- Voting was carried out for the motion with 29 votes out of 33 voting members (88%) agreed with the motion.
- The motion was carried.

10. *On behalf of the Board of Directors, the Chairperson moved a special resolution.*

- The document of Draft Amendments to CASS Constitution 2016 was distributed to the members prior to this meeting. Copies were also available to members at the meeting.
- Dr. Zhou briefly explained each amended clause in the document.
- Questions were raised regarding Clause 30 which stated that a Secretary may be but need not necessary be a Director, as it contradicted with Clause 18.8 (e) which stated that the Secretary shall act as the interim Chairperson until an election is held by the Board.
- Mr. Henry Pan proposed to further amend Clause 30 (d) where a Secretary shall be a Director of the Company.
- Mr. Anthony Pang seconded the proposal.
- Dr. Zhou asked the present members to vote on Mr. Henry Pan’ proposed amendment.
- Voting was carried out with 32 votes out of 33 voting members (97%) agreed with the motion.
- The motion was carried.
- Dr. Zhou then asked the present members to vote on the amended proposed changes to the CASS Constitution.
- Voting was carried out with 32 votes out of 33 voting members (97%) agreed with the motion.

- The motion was carried.

11. General Business

- Mr. Anthony Pang proposed to pass a motion thanking the Honorary Executive Director, the Chief Operations Manager, Senior Staff and related staff members for tackling some tough issues during the year such as the resignation of three ex-directors and changes of management team in CASS Residential Aged Care Facility.
- Mr. Sean Zhang seconded the motion.
- Voting was carried out for the motion with 32 votes out of 33 voting members (97%) agreed with the motion.
- The motion was carried.
- Mr. Mark Coure, State Member for Oatley, a member of CASS attending the AGM, was invited to say a few words. He expressed his appreciation on CASS in providing multicultural services in the community and on behalf of Mr. Mike Baird, Premier of New South Wales, he thanked everyone in CASS for their contributions to the great achievement.

There being no other business arising, the 35th Annual General Meeting was closed at 11:00am.

Minutes prepared by:

Minutes Secretary – Kitty Leong

Confirmed as a true record by:

Secretary – Mr. Anthony Pang