

Minutes of the Thirty-Sixth (36th) Annual General Meeting of the Chinese Australian Services Society Limited

Date: Sunday, 26 November 2017

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

Time: 2:30pm

Attendance: Please refer to the annexure.

Apologies: Dr. Leng Tan, Dr. Tony Goh, Ms. Seong Mok, Mr. George Poon, Mr. Aaron Mi and Mr. Kui Sang Lim.

At 2:35pm, the Chairperson, Dr. Bo Zhou, announced that there was sufficient quorum to commence the 36th Annual General Meeting (AGM) of the Chinese Australian Services Society Ltd, commonly known in the community with its brand name “CASS”.

Dr. Zhou welcomed everyone to the meeting and consulted members on the languages to be used for the meeting. It was resolved to conduct the meeting in Mandarin.

1. *To confirm the Minutes of the Thirty-Fifth (35th) Annual General Meeting held on 27 November 2016.*
 - Members were able to access the Minutes at CASS social media platforms.
 - No amendments to the Minutes were raised by any attendee at the Meeting.
 - Ms. Louise Wu moved that these Minutes be accepted. Ms. Reinnie Jiao 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 2017.*
 - Members were able to access the Report prior to this meeting at CASS social media platforms. Copies were also available to members at the meeting.
 - Mr. HC Low moved the motion to adopt the Report. Mr. Shan Zou seconded the motion.
 - 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 2017.*
 - Mr. Sean Zhang presented the Income Statement, the Balance Sheet and the Auditors' Report for the year ended 30 June 2017.
 - Mr. Zhang highlighted that CASS Group had generated a revenue of over \$17m and a surplus of over \$1.3m in the last financial year. The net asset was 9.8m which was 15% more than the previous year. He also remarked that CASS Group successfully passed the financial audit carried out by the new auditor. He thanked Mr. Henry Pan and staff members for their efforts.

- Mr. Zhang remarked that the auditor provided a letter advising some amendments to the Auditor's Report for the year ended 30 June 2017, and he indicated the amendments.
 - Mr. Bosco Chang moved that the financial statements as presented be accepted. Ms. Mei Chen seconded the motion.
 - There being no objections from the floor, the motion was unanimously passed.
5. *To elect three (3) 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 3 vacancies on the Board of Directors. The 3 retiring Directors were Dr. Leng Tan, Mr. Bai Tao and Mr. Sean Zhang.
 - Dr. Zhou then announced that there were 3 nominations for the position of Director on the Board of CASS. The three candidates were as follows:
 - Dr. Leng Tan;
 - Mr. Bai Tao;
 - Mr. Sean Zhang.
 - 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 6 retiring Alternate Directors were Mrs. Teresa Chu, Mr. Barry Guan, Dr. Luan Thiam Ang, Mr. William Chen, Mr. Colin Chen and Mr. Aaron Mi.
 - 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:
 - Mr. Colin Chen;
 - Mr. Barry Guan;
 - Dr. Luan Thiam Ang;
 - Mrs. Winnie Fung;
 - Mr. Teng Wu Ooi;
 - Mr. Aaron Mi.
 - 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 retiring Elder was Mr. Kui Sang Lim.
 - Dr. Zhou announced that there was one nomination for Elder who was Mr. Kui Sang Lim.
 - Voting was carried out for Mr. Kui Sang Lim to be elected to the position of Elder. 37 votes out of the 37 voting members (100%) voted for the nominee. Based on the ballot result, Dr. Zhou declared that Mr. Kui Sang Lim was elected as Elder on the Council of Elders for the next four years.
 - Dr. Zhou congratulated Mr. Lim for his successful election as Elder on the Council of Elders.
7. *To elect an auditor for the Company for the coming year.*
- Mr. Anthony Pang reported that the current auditor for the Company, StewartBrown, was selected through open tender. He briefly introduced the auditor and mentioned that the Board was satisfied with the service it provided. He proposed to continue to engage the same auditor for the coming year.
 - The motion was moved by Mr. Anthony Pang. Mr. Sean Zhang 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 37 votes out of 37 voting members (100%) 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 36 votes out of 37 voting members (97%) agreed with the motion.
- The motion was carried.

10. *General Business*

- Mr. Anthony Pang proposed to pass a motion thanking the Honorary Executive Director, Chief Operations Manager, Senior Staff and all related staff members for tackling those operational and financial issues during the year.
- Mr. Sean Zhang seconded the motion.
- Voting was carried out for the motion with 35 votes out of 37 voting members (95%) agreed with the motion.
- The motion was carried.

There being no other business, the 36th Annual General Meeting was closed at 3:10pm.

Minutes prepared by:

Minutes Secretary – Ms. Kitty Leong

Confirmed as a true record by:

Secretary – Mr. Anthony Pang