Chinese Australian Services Society Limited
Minutes of the Forty-Third (43rd) Annual General Meeting

Date: Sunday, 24 November 2024

Venue: Registered Office, 44-50 Sixth Avenue, Campsie NSW 2194 & ZOOM Video Conferencing

Time: 3:00pm

Attendance (In-Person): Henry Nan Hung Pan, Stephen Li, Anthony Pang, Chuan Zhang (Sean), Yiming Yang (Stephen), Hon Cheong Wong (Ivan), Junyan Huang (Evan), Holly Liu, Francis Lee, Shan Zou, Hun Chew Low, Kit Ieng Leong (Kitty), Wanming Liang (Wendy), Jen-Yuan Song (Jimmy), Shengnan Qu (Alan), Tracy Yang, Yee Hing Chung, Daoxiang Yang, Ruiding Yu, Yonglu Gao, Dingjuan Xu, Ming Chen, Ruizhang Li, Hongyu Yang, Xiuying Shun, Xiuyun Li, Kin-Ping Lai (Paul) and Peiqun Guo.

(Provisional Members): Kenneth Yiu, Helen Ashton and Alexander Lai-Kui Lee.

Attendance (via ZOOM): Winnie Huang, Patricia Wong, Ching Tan and Tam Nguyen.

Apologies: Tony Goh, Leng Tan, Louise Wu, Tica Lee, Seong Ngoh Mok, Kui Sang Lim, Hartono Arifin, George Poon, Yunfang Lu, Peony Chik, Heidi Fok, Kit Chung, Bosco Chang, Angela Liang and Yander Pan and Simon Luk.

At 3:00pm, the Chairperson, Prof Stephen Li, announced that there were sufficient members to form a quorum to commence the 43rd Annual General Meeting (AGM) of our Chinese Australian Services Society Ltd, commonly known in the community as "CASS", our brand name.

Prof Li welcomed everyone to the meeting and consulted members on the language to be used. It was resolved to conduct the meeting in English.

1. *To confirm the Minutes of the Forty-First (42nd) Annual General Meeting held on 26 November 2023.*
    - Members were able to access the Minutes on CASS website.
    - No amendments were raised by any attendee at the Meeting.
    - Mr Sean Zhang moved that the Minutes be accepted. Mr Ivan Wong seconded the motion.
    - There being no objections from the floor, the motion was unanimously passed.

2. *Business arising from the Minutes.*
    - There was no item arising from the Minutes.

3. *To receive and consider the Report of the Board of Directors for the year ended 30 June 2024.*
    - Members were able to access the Report prior to this meeting on CASS website. Copies were also available to members at the meeting.
    - Mr Ivan Wong moved the motion to adopt the Report. Mr Sean Zhang seconded the motion.
    - There being no objections from the floor, the motion was unanimously passed.

4. *To receive and consider the Income Statement, Balance Sheet and Auditors' Report for the year ended 30 June 2024.*
    - Mr Sean Zhang presented the Income Statement, Balance Sheet and Auditors' Report for the year ended 30 June 2024.
    - Mr Zhang highlighted that CASS Group had generated revenue of approximately $70.3 million and the net asset was $14.7 million. A deficit of $1.7 million was recorded, primarily due to the construction costs of the Asquith Residential Aged Care Facility. He also remarked that

CASS Group successfully passed the financial audit carried out by the auditor. He thanked Mr Henry Pan, Honorary Executive Director, and staff members for their efforts.

- Mr Sean Zhang moved that the financial statements be accepted. Mr Hun Chew Low seconded the motion.
- There being no objections from the floor, the motion was unanimously passed.

5. *To elect four (4) members to the vacancies on the Board of Directors and six (6) members to the positions of Alternate Directors for the ensuing year.*
   - Prof Li introduced Mr Hun Chew Low as the Returning Officer for the election.
   - Mr Low announced that there were 4 Director vacancies on the Board of Directors. The 4 retiring Directors were: Mr Henry Pan OAM, Dr Bei Lu, Mr Stephen Yang and Mr Shun Cheng.
   - Mr Low then announced that there were 4 nominations received. The 4 candidates were as follows:
     - Mr Henry Pan OAM;
     - Mr Stephen Yang;
     - Mr Ivan Wong; and
     - Dr Simon Luk.
   - As the number of candidates equaled the number of vacancies, Mr Low declared that all nominated candidates were duly elected as Directors of the Board of Directors.
   - Mr Low announced that the 4 retiring Alternate Directors were: Mrs Winnie Fung, Mrs Teresa Chu, Mr Evan Huang and Mr Dong Li.
   - Mr Low announced that there were 6 vacancies for the Alternate Director positions and there were 6 nominations received.
   - There were 6 candidates nominated for the position of Alternate Director as follows:
     - Mrs Teresa Chu;
     - Mr Evan Huang;
     - Ms Patricia Wong;
     - Mr Paul Lai;
     - Ms Holly Liu; and
     - Mr Kenneth Yiu.
   - As the number of candidates equaled the number of vacancies, Mr Low declared that all nominated candidates were duly elected as Alternate Directors of the Board of Directors for the ensuing year.
   - Mr Low congratulated all the candidates for their successful elections to the Board.

6. *To elect a maximum of one (1) Elder to the vacancies on the Council of Elders for the next four (4) years.*
   - Mr Hun Chew Low announced that the retiring Elder was Mr Francis Lee.
   - Mr Low announced that there was one nomination received for the position of Elder who was Mr Francis Lee.
   - Voting was carried out with respect to the nominations for Elders. Only members with full membership attending in person were given the voting rights. 28 votes out of the 28 eligible votes (100%) voted for the nominee. Based on the results, Mr Low declared that Mr Francis Lee was elected as an Elder on the Council of Elders for the next 4 years.
   - Mr Low congratulated Mr Lee for his successful election as Elders on the Council of Elders.
   - Prof Li thanked Mr Low for his assistance in conducting this part of the proceedings of the AGM.

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

- Mr Anthony Pang advises that the current auditor, StewartBrown, is one of the top auditors with expertise in aged care and disability services. He mentioned that the Board was satisfied with the service provided and proposed to continue engaging the same auditor for the ensuing year.
- A motion was moved by Mr Anthony Pang to continue the appointment of the current auditor and Mr Ivan Wong seconded the motion.
- There being no objections from the floor, the motion was unanimously passed.

8. To determine an Entry Fee for CASS Membership.

- Mr Pang advised that the Board proposed that the Entry Fee for CASS membership be unchanged for the coming year, i.e. remaining at a total amount of $38 (admin fee of $30 plus GST and $5 as security liability payment).
- A motion was moved by Mr Anthony Pang to keep the Entry Fee unchanged and Ms Holly Liu seconded the motion.
- There being no objections from the floor, the motion was unanimously passed.

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

- Mr Pang advised that the Board proposed that the Annual Subscription Fee be kept at the current amount, i.e. $55, inclusive of GST.
- A motion was moved by Mr Anthony Pang that the Annual Subscription Fee be unchanged at the current amount of $55. Mr Jimmy Song seconded the motion.
- There being no objections from the floor, the motion was unanimously passed.

10. General Business

- Mr Pang reported the operating environment in 2024 was complex, comprising of new business opportunities, changing operating of new business opportunities, changing operating mode in the industry and having sensitive and competitive atmosphere in maintaining relationship. With concerted efforts of our dedicated team of hardworking and enthusiastic volunteers and members, the Society was able to continue achieving good operating results.
- The construction of the 97-bed Residential Aged Care Facility (RACF) & 11 units of Independent Living Unit (ILU) in Asquith was completed, and services commenced on 6 May 2024.
- He proposed to pass a motion thanking the Honorary Executive Director, Senior Staff members, all staff members and volunteers for their hard work during the year.
- A motion was moved by Mr Anthony Pang and Mr Sean Zhang seconded the motion. There being no objections from the floor, the motion was unanimously passed.

There being no other business, the 43rd Annual General Meeting was closed at 3:45pm.

Minutes prepared by:	Confirmed as a true record by:
Meeting Secretary – Mr Jimmy Song	Chairperson – Prof Stephen Li