



GAN ENG SENG SCHOOL PARENT-TEACHER ASSOCIATION

PTA AGM 2018
24th March 2018 3.10pm
Gan Eng Seng School AVA Room

Present:

Attendance:

EXCO:

Mdm Jenny Tan (Principal)
Mdm Foo (T)
May Chua
Yu Meihua
Azizah

Mdm Sarawathy (V.Principal)
Mr Chong (T)
Olivia Khong
You Dunhua
Lin Qi

Mr Chung (V.Principal)
Terence Kok
Samantha Hew
Judilene M. Alba

MEMBERS:

Linda Lim
Yap Chwee Feng
Mary Tan
Emily T Hodges

Katherine
James Teo
Janet Tan
Irene Li

Angeline Thanh
Mimi Masri
Valerie Goh
Tay Yee Ling

Attendees: 69
Proxies: 52 Teachers, 45 parents : 97 in total

Agenda:

1. Welcoming the new parents
2. To pass the minutes of AGM 2017
3. To approve the accounts for financial year 2017
4. To elect an Executive Committee (EXCO) for 2018
5. AOB

	Discussions	Action By
1	Welcoming the new parents	Terence Kok
2	To pass the minutes of AGM 2017 Olivia Khong proposed the minutes & Samantha Hew seconded. Sharing our mission together with attendees present.	Terence Kok
3	To approve the accounts for financial year 2017 Lim Hwa Yu & Yu Meihua, auditor & treasurer for 2017 present to confirm the accounts. Net Surplus for year 2017 is \$3,061.66 Accumulated Fund & Liabilities is \$117,981.99 Funds contributed by old boys & parents. Funds contributed by the old boys of 1956 are currently placed in Fixed deposit. PTA supports outdoor event, talks etc. Funds are also from the selling of PTA T-shirts. New treasurer, Angeline Tran Thi My Nhung will take over from Yu Meihua. She will be the new signatory. Arrangement with the bank to be performed ASAP. Accounts confirmed by May Chua & Azizah	Terence Kok
4	To elect an Executive Committee (EXCO) for 2018 New new members for 2018 were nominated & elected. 2017 members took leave. President : Azizah Binte Abdul Rahman 1st Vice President: Mdm Jenny Tan 2nd Vice President: Khong Lai Lin, Olivia 3rd Vice President: Mdm Sarawathy d/o Varadaraju Treasurer: Angeline Tran Thi My Nhung Asst. Treasurer: May Chua Mui Yee Secretary: Yap Chwee Feng Asst. Secretary: Tay Yee Ling Asst. Secretary: Hodges Emily Tabiano	Terence Kok

5	<p>Sharing of Distribution of Roles Among Members</p> <p>PRESIDENT -organise events -structure plans -facilitator, sort out differences / challenges - writes year book</p> <p>VICE PRESIDENT -conduct meetings -assist President</p> <p>SECRETARY -document minutes -minute process of things -register with Registry of Societies -go to bank within 30days</p> <p>ASST. SECRETARY -assist in the taking of minutes in the absence of secretary -distribution of minutes</p> <p>TREASURER -manage general financial reporting (monthly/quarterly) bank statements -work closely with other members & auditor</p> <p>ASST. TREASURER -collect petty cash</p> <p>EXCO MEMBERS -participate & lead various school events -voting rights</p> <p>Teacher-in-Charge, Mr Chong : - organize talks -embarking on different program in May/June</p>	Terence Kok
6	<p>SPEECH BY Mdm Tan The Principal expressed her appreciation to PTA for their support and quick response to sponsor all students from the FAS scheme to the value of \$5 each for refreshments at OCBC Sports Hub. She hopes that PTA will extend its support for all school events. Mdm Tan reiterated the roles of PTA as stated in the constitution to collaborate with our school to improve the holistic development of all our students.</p>	Mdm Tan
7	<p>PHOTO SESSION MEETING IS CLOSED</p>	Terence Kok

Minutes recorded by: Azizah
Vetted by: May Chua

Dated: 12th April 2018