



SEMBAWANG COUNTRY CLUB

249 Sembawang Road Singapore 758352

Tel: 6257 0642 / 6257 4714, E-mail: sccagm@sembawanggolf.org.sg

CIRCULAR TO MEMBERS

10 September 2024

Dear Members,

ANNUAL GENERAL MEETING ON FRIDAY, 11 OCT 2024, 1830HRS

1. The Annual General Meeting on **Friday, 11 Oct 2024, 1830hrs** will be conducted at the **Club's Banquet Hall**. The agenda for the AGM will be as follows:
 - a. Presentations:
 - i. Club Chairman's Address
 - ii. GM's Report
 - iii. Treasurer's Report
 - iv. Club Captain's Report
 - v. Golf Course Renovation Update by Project Committee Chairman
 - b. To receive the audited accounts for the year ended 31 Mar 2024.
 - c. To announce the members of the Management Committee and the elected Convenors for the term 2024/2025.
 - d. To transact any other business given in writing to the General Manager.

DOCUMENTS FOR THE ANNUAL GENERAL MEETING

2. Minutes of AGM 2023 held on Friday, 13 Oct 2023 and the Club's audited Financial Statement for FY2023-2024 will be available to members from Monday, 09 Sep 2024 in the Members' Portal and this is accessible via the following link: <https://sembawang.cluboncloud.com/golf/Web/>.

REGISTRATION FOR THE AGM

3. Members who wish to attend the AGM are to pre-register from **Friday, 13 Sep 2024, 0600hrs to Monday, 07 Oct 2024, 1800hrs** via any of the following channels:
 - o Pre-register Online at <https://forms.office.com/r/XTF6W50Grx>; or

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Website: www.sembawanggolf.org.sg
ROS Registration No.: S94SS0027L



- Fill up the attendance response slip as attached in the Notice of Meeting and drop it into the Pre-registration box at the Club Reception Counter; or
 - Scan your filled-in form and email to sccagm@sembawanggolf.org.sg.
4. Members **MUST pre-register before the closing date** to attend the AGM. Late entries after the **closing date Monday, 07 Oct 2024, 1800hrs** will ***not*** be accepted.
 5. The Club's Banquet Hall is limited to a maximum capacity of 200 people. As such, seats for SAF Members who wish to attend the AGM physically will be assigned on a first come, first served basis. **We will only take registrations from Friday, 13 Sep 2024, 0600hrs onwards. Members will be informed once attendance is confirmed.**

SUBMISSION OF ANY OTHER BUSINESS

6. A member who wishes to raise Any Other Business will have to submit them to the General Manager's Office (drop off in a sealed envelope and addressed to General Manager or email to sccagm@sembawanggolf.org.sg) in writing **no later than Friday, 04 Oct 2024, 1200hrs.**
7. All substantial and relevant other businesses submitted will be addressed prior to or at the Annual General Meeting.

NOMINATION OF CONVENORS

8. Members who wish to nominate or stand for office as Convenors are to collect the Nomination Form, which will be available at the Reception and the Members' Portal, from **Friday, 13 Sep 2024, 0800hrs.** Nominations will close on **Monday, 30 Sep 2024, 1200hrs.**
9. By Constitution, only SAF Members (Continuing and Term) shall be entitled to vote at General Meetings. eVoting for the nominations shall be conducted from **Friday, 04 Oct 2024, 0800hrs to Friday, 11 Oct 2024, 1200hrs.** Details of the voting will be disseminated to members from **Friday, 04 Oct 2024 onwards.**
10. The following Convenors are open for nomination:
 - a. Green Committee
 - i. Competitions Convenor
 - ii. Green Convenor
 - iii. Handicap Convenor
 - b. House Committee – House Convenor
 - c. Ladies Committee – (2 ladies) *
 - d. Publications Convenor

* Only ladies who are SAF Members (Continuing and Term) are eligible to be nominated and vote. Should there be no nominations for any of the two posts, the Club Captain has the prerogative to fill these post(s) with suitable candidate(s).

ATTENDANCE AT THE AGM

11. Quorum will be formed by members who are physically present. The Chairman plus 50 SAF Members shall form a quorum. In the event that there is no quorum at the commencement time of the general meeting, the meeting shall be adjourned for one hour and should the number then present be insufficient to form a quorum, those in attendance after this time shall be considered a quorum, but they shall have no power to amend any of the existing rules.
12. Please note that members are required to present their SCC membership card for identification during AGM registration. Dinner will be provided after the AGM for all members attending the AGM.
13. We trust that the above sets out how the Annual General Meeting will be conducted. Should you require any clarification, kindly contact us at sccagm@sembawanggolf.org.sg.

Thank you.

A handwritten signature in blue ink, appearing to read 'Chris Chew', with a stylized flourish at the end.

Christopher Chew
General Manager