

**MINUTES OF 34TH ANNUAL GENERAL MEETING (AGM) OF
SPECIAL OLYMPICS SINGAPORE (SOSG)**

Date: Thursday 21 September 2024

Time: 7pm

Venue: Special Olympics Singapore, Block 8, St. George's Lane, Singapore 320008

Agenda

1. Welcome Address by President, SOSG
2. Confirmation of Minutes of Annual General Meeting (AGM) held on 21 September 2023
3. Annual Report
4. Approval of Annual Report
5. Finance Report
6. Approval of Audited Financial Statements FY2023/2024
7. Reappointment of External Auditors for FY2024/2025
8. Any Other Business

Please see attached for the attendance.

S/No.	
	<p><u>Quorum for AGM</u></p> <p>Honorary Secretary, Mr Vicknesh Naidu, announced that the quorum required was 19 members (25% of 65 members and 9 cooperate members). There were 25 members present at 7pm. (Please refer to AGM Attendance attached.)</p> <p>As quorum was met, Honorary Secretary announced that the 34th Annual General Meeting (AGM) would officially commence.</p>
1	<p><u>Agenda Item 1 – Welcome Address by President, SOSG</u></p>
1.1	<p>President, Dr Teo-Koh Sock Miang, extended a warm welcome to the attendees at the AGM.</p>
1.2	<p>Dr Teo requested all attendees to introduce themselves to each other to facilitate interactions and networking between all members and staff. Dr Teo introduced the SOSG executive staff to members and also extended a special welcome to Mrs Joan Wong, whose husband Mr MK Wong was one of SOSG's founding executive committee members, along with another founding executive committee member, Ms Josephine Chia.</p>
1.3	<p>Dr Teo highlighted the participation of Team SOSG at the 2023 Special Olympics (SO) World Summer Games held in Berlin. Dr Teo congratulated the team on the excellent performance and representation of Singapore. She also thanked Head of Delegation, Ms Linda Prebhash, for leading the delegation successfully. Dr Teo added that the World Games offered the ultimate platform for our athletes to shine.</p>
1.4	<p>Dr Teo added that the excitement will continue in 2025 with the participation of our Dance Sport team at the 2025 SO World Winter Games in Turin that is taking place after a hiatus of 7 years. Dr Teo introduced the Head of Delegation, Ms Nur Rasydah, who will be leading the delegation of 4 dance athletes and coaches/officials.</p>

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1.5	Dr Teo shared that SOSG organises multiple competitions and regular outreach programs which rely heavily on the support of volunteers. Dr Teo extended her gratitude and appreciation to all volunteers for ensuring all programs continue on a weekly basis for the athletes. Dr Teo shared that the Sports Committee had been revamped to have key volunteers for all nine sports represented in the committee.
1.6	Dr Teo expressed her excitement towards the upcoming National Games in 2025. She stressed the importance of hosting the National Games as it provides the platform for many SOSG athletes who do not have the opportunity to represent Singapore in overseas competitions. Dr Teo shared that SOSG had secured NUS as the Games Village for the National Games. Approximately 650 athletes will be participating in 7 sports. They will be supported by coaches, teachers, and caregivers. Dr Teo encouraged members to support and volunteer for the 2025 National Games.
1.7	Dr Teo shared that the Disability Sports Master Plan (DSMP), under the Enabling Master Plan 2030, will be announced by the government soon. It is likely that the DSMP will be tabled in parliament in October 2024 by Minister Edwin Tong. Dr Teo added that SOSG will have a significant role to play in the execution phase of the plan.
1.8	Dr Teo advocated a need to focus on the ageing group of athletes while continuing to provide sporting opportunities for the current cohort of school going athletes. Dr Teo stressed that as SOSG reaches new milestones, it is important to remind ourselves to reach out to everyone, regardless of age, who has been a part of the movement. Dr Teo urged all members to be forward thinking while building a resilient organisation that can meet the future sporting needs of all members by collaborating with corporate members and partners.
1.9	Dr Teo concluded by thanking all Board members, SOSG members, SOSG staff, volunteers, parents and caregivers for their unwavering support and hard work. A special thanks to all SOSG athletes was also recorded.
2	<u>Agenda Item 2 – Confirmation of Minutes of AGM held on 21 Sep 2023</u>
2.1	With no queries nor amendments received, Ms Linda Prebhash proposed and Ms Fauziah Bte Ahmad seconded the motion for the Minutes of AGM held on 21 Sep 2023 to be confirmed. The Minutes were confirmed by members present.
3	<u>Agenda Item 3 – Annual Report</u>
3.1	Honoary Secretary, Mr. Vicknesh Naidu, highlighted the impact made by the SOSG in serving 1274 athletes and facilitating 1337 outreach sports training sessions in FY 2023/2024. Mr Vicknesh added that there was a 75% increase in athletes served, a 45% increase in volunteers and a 24% increase in outreach sports training sessions from FY2022/2023. Mr Vicknesh also shared that new partnerships were formed with corporate partners.
3.2	The year in review showed that SOSG had a busy schedule with the World Summer Games as the key event. SOSG also took part in local competitions such as Pesta Sukan and Play Inclusive. Mr Vicknesh highlighted that the steadily increasing number of participants and volunteers which can be attributed to the inclusive efforts by SOSG and Sports Singapore.

3.3	Mr Vicknesh highlighted SOSG initiatives, such as Young Athletes, Healthy Athletes, and SOSG athletes participation in other events, Singapore Disability Sports Council Youth Para Swimming Competition and SportCares Football League. Additionally, SOSG also participated in the Purple Parade and was involved in hosting the visit of Special Olympics International Global CEO Ms Mary Davis. Our athletes also participated in the Women's World Football exhibition match held in December 2023, which reinforced the drive for inclusivity by participating in mainstream events.
3.4	Mr Vicknesh highlighted the achievements of the athletes at the World Summer Games in Berlin and acknowledged the support from the parents, caregivers, and volunteers.
3.5	Mr Vicknesh also highlighted the successful conduct of the local dance sport and floorball competitions held in April 2023 and March 2024 respectively. Mr Vicknesh announced that Mr Hay Qing Hui was elected as a member of the Special Olympics International Global Athlete Leadership Council. He noted that Mr Salihin Nawi had successfully completed his term at the Global Youth Leadership Council. Mr Vicknesh shared that Athlete Leadership Programs aim to provide more opportunities for athletes with potential to be groomed as Athlete Leaders.
3.6	Besides sports, SOSG athletes also serve to give back to the community by volunteering at Lee Ah Mooi Old Age Home. Mr Vicknesh also shared that the Healthy Athletes event, which saw 45 athletes and 110 volunteers take part, was held in November 2023. Regional Clinical Advisors and Clinical Directors from neighbouring countries attended the event which featured 4 disciplines - Special Smiles, Fun Fitness, Opening Eyes, and a Bocce Sport try out.
3.7	Mr Vicknesh pointed out that Mrs Liza Ow was not listed under the Human Resource Committee in the Annual Report and confirmed that the amendment would be made.
4	<u>Agenda Item 4 – Approval of Annual Report</u>
4.1	Mr Vicknesh Naidu requested a proposer and seconder to accept and approve the Annual Report. Ms Suzana Soo proposed and Mr Joseph Hee seconded the approval and adoption of the Annual Report. The adoption of Annual Report for FY2023/2024 was unanimously accepted by members present and therefore approved.
5	<u>Agenda Item 5 – Finance Report</u>
5.1	Mr Huang Yuchi presented the income for FY2023/2024 was \$868,307 and shared that SOSG's income consisted of grants, interest earned, donations, membership subscriptions, fundraising and other income. Most of SOSG's income came from grants and donations.
5.2	Mr Huang Yuchi presented the total expenses for FY2023/2024 was \$903,419, which reflected a final deficit of \$35,112 for FY 2023/2024.
5.3	Mr Joseph Hee queried on what constituted "other operating expenses". Mr Huang Yuchi clarified that "other operating costs" included costs for utilities and rental of office spaces.
5.4	Mr Joseph Hee opined that it is important to consider staff development costs in future budget planning as it is essential to refresh staff skills and competencies to help staff feel

5.5	<p>valued within the organisation. Mr Joseph Hee suggested that reaching out to other organisations will expand the boundaries of staff while adopting good practices.</p> <p>Dr Teo assured members that staff professional development is a mainstay component of budget planning every year. Dr Teo added that staff will be recommended for relevant courses, such as coaching certifications for Sports Executives, and role specific related courses for other staff. Staff development plans are usually discussed with staff as part of the staff annual appraisal exercise. Dr Teo added that SOSG also supports volunteer coaching training & related certifications.</p>
6	<p><u>Agenda Item 6 – Approval of Audited Financial Statements FY2022/2023</u></p>
6.1	<p>Mr Huang Yuchi requested a proposer and seconder to accept and approve the Audited Financial Statements. Ms Reen Irawati proposed, and Ms Mary Tay seconded the approval and adoption of the Audited Financial Statements. The adoption of Finance Report for FY2023/2024 was unanimously accepted by members present and therefore approved.</p>
7	<p><u>Agenda Item 7 – Reappointment of External Auditors for FY2024/2025</u></p>
7.1	<p>Mr. Huang Yuchi recommended the existing auditors, S B Tan Audit PAC, to continue as the external auditors for SOSG. Mr Vicknesh shared that in accordance with SOSG constitution, auditors must be changed every five years and highlighted that S B Tan Audit PAC were appointed in 2023 and hence eligible to be appointed. Ms Karen Yeo proposed for S B Tan Audit PAC to be appointed and Ms Cze Mee Mee seconded the proposal. The appointment of S B Tan Audit PAC as SOSG external auditors for FY2023/2024 was approved by members present.</p>
8	<p><u>Agenda Item 8 – Any Other Business</u></p>
8.1	<p>Dr Teo shared on the upcoming SOSG Charity Bowl which spotlights the athletes while providing a platform for corporate donors to interact with our athletes. Dr Teo highlighted that this event allows corporate donors and sponsors to really appreciate the capabilities of our athletes. Dr Teo encouraged members to attend the event and sought members' assistance in seeking sponsors and donors' participation.</p>

There being no other matters, the AGM was officially concluded at 7:45pm.

Recorded by: Mr. Vijaikumar, Executive Director
Vetted by: Mr. Vicknesh Naidu, Honorary Secretary
Approved by: Dr. Teo-Koh Sock Miang, President

**34TH ANNUAL GENERAL MEETING (AGM) OF
SPECIAL OLYMPICS SINGAPORE (SOSG)
ATTENDANCE**

Date : Thursday 21 September 2024

Total Members Present : 26

Individual Members (21)

1	Bay Lee Meng Philip
2	Chia Poh Hong Josephine
3	Cze Mee Mee
4	Huang Yuchi
5	Jamie-Mervyn Lim
6	Joan Wong
7	Joseph Hee
8	Kamsih Bte Afandi
9	Keh Eng Song
10	Karen Yeo
11	Koh Kim Meng Norman
12	Linda Pereira (aka Linda Prebhash)
13	Maria Lim
14	Mary Tay
15	Ratna Binte Mohamed Zain
16	Reen Irawati
17	Rosmawati binte Rusli
18	Suriani Soo
19	Teo-Koh Sock Miang
20	Vicknesh Naidu s/o Nagaraja
21	Wang Rosyniah

Corporate Members/Nominated Representatives (5)

1	APSN Education Services Limited	Nur Rasyidah Binti Andi Satria
2	AWWA Ltd	Amy Tan Siew Keow
3	Metta School	Veron Wong
4	MINDS	Suzana Soo
5	Rainbow Centre	Fauziah Bte Ahmad

Staff in Attendance (7)

1	Vijaikumar	Executive Director
2	Tay Su Yin	Volunteer Manager
3	Samy Lim	Sports Manager
4	Ng Helin Rachel	Sports Executive
5	Loh Ding Jie	Sports Executive
6	Ang Kah Hui Zoey	Sports Executive
7	Goh Chih Kong Andrew	Finance & Admin Executive