

**VOLLEYBALL ASSOCIATION OF SINGAPORE**

**Minutes of the 58<sup>th</sup> Annual General Meeting (AGM) held on Wednesday, 1<sup>st</sup> September 2021, 7.35pm via video conference.**

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**MEETING AGENDA**

- I. President's welcome address
- II. Key Achievements and Safe Return to Sports ended 31<sup>st</sup> March 2021
- III. Disclosure and Updates ended 31<sup>st</sup> March 2021
- IV. Overview of the financial report for the financial year ended 31<sup>st</sup> March 2021
- V. Adoption of minutes for the Annual General Meeting held on 16<sup>th</sup> September 2020
- VI. Adoption of Statement by the directors, Audited Financial Statements and Auditor's Report for Financial Year ended 31<sup>st</sup> March 2021
- VII. To re-appoint Audit Trust Pac as Auditor for Volleyball Association of Singapore
- VIII. Any other business

# 1 **ATTENDANCE**

## 1.1 Board Members

S/N	Position	Name
1	President	Mr Huang Wei Zhong Shawn
2	Deputy President	Mr Lim Hui Eng
3	Secretary-General	Mr Chia Min Chong
4	Treasurer	Mr Tan Meng Choon
5	Assistant Treasurer	Ms Lau Pui Kwan
6	Vice President (Officials Development)	Mr Chow Tze Wan
7	Vice President (High Performance)	Mr Chee Kok Leong
8	Vice President (Coaching Development)	Mr Low Lim Hsun
9	Board Member (Beach Volleyball Development)	Mr Kelvin Ng Wai Wah
10	Board Member (Indoor Pipeline Development)	Ms Lua Hui Chun
11	Athletes Commission Chairperson	Ms Sharon Teo Li Mian

## 1.2 Full Members – ROS registered Clubs / Educational Sports Association / ACRA Registered

S/N	Name of Full Member	Representative
1	Mintonette Sports Management	Mr Lim Puay Hwee
2	Revolv Sports Consultancy Pte Ltd	Mr Tay Zi Hao, Kinglsey
3	Temasek Polytechnic	Mr Tan Yeuan Huei
4	VB SportsWeb	Mr Ang Wee Seng

## 1.3 In-attendance

S/N	Secretariat Role	Name
1	General Manager	Ms Chloe Ang Lay Kuan
2	Finance & Office Manager	Ms Lim Kiew Yong
3	Sports Events & Marketing Executive	Mr Yao Zineng
4	Sport Development Officer	Ms Ang Yujing

## **2 AGM MATTERS**

- 2.1 The Annual General Meeting (AGM) was chaired by the President, Mr Huang Wei Zhong Shawn (“Shawn”), and commenced at 1935 hours.
- 2.2 The Secretary-General, Mr Chia Min Chong (“Min Chong”) informed the meeting that there were 4 full members representatives in attendance and as such, quorum for the AGM of 1/3 of members has been met. .
- 2.3 The President declared that quorum was met per the VAS Constitution for the meeting to proceed.

## **3 PRESIDENT’S WELCOME ADDRESS**

- 3.1 Shawn welcomed all members for attending the Annual General Meeting (AGM).
- 3.2 He mentioned that the past year has been a tough year for volleyball as it is a team sport.
- 3.3 He thanked the secretariat team for the effort and work they put in to keep the sport going. He also expressed his gratitude to the board members for their commitment and dedicate to promote the sport.
- 3.4 He looks forward to the reopening of the country so that the Association can actively promote the sport once again.

## **4 KEY ACHIEVEMENTS AND SAFE RETURN TO SPORTS ENDED 31<sup>ST</sup> MARCH 2021**

- 4.1 Min Chong highlighted the key achievements in the financial year 2020/21.
  - 4.1.1 Governance & Secretariat

A new constitution was established in June 2020 and a new Board was elected in September 2020. To align the strategic needs of the Association, changes were made to the Vice President roles – Vice President (High Participation) was removed, and Vice President (Coaching Development) was added. There were also progressive enhancement of policies and procedures such to institutionalise processes and practices for the Association.

- 4.1.2 High Performance/ National Squads  
In August 2020, Mr Suntorn Phoseeta was hired as the Head Coach for the Volleyball team, and in March 2021, Mr Thawip Thongkemnerd was hired as the Head Coach for the Women's Beach Volleyball Team. The VAS Athletes' Commission (AC) was also created and Ms Sharon Teo Li Mian was elected as the Chairperson of the VAS AC.
- 4.1.3 Coaches Development  
The Association had fine-tuned the Coaches Development Plan and collaborated with local coaches to develop a volleyball curriculum.
- 4.1.4 Partnering Industry Players  
The Association shortlisted 3 private academies for event organisation, running regular learn-to-play programmes and club development.
- 4.2 The Secretary-General also highlighted the roadmap for national team to resume regular training and local events in a safe manner in the financial year 2020/21.
  - 4.2.1 During the Circuit Breaker, online training was conducted for the national teams, and all events and courses were suspended.
  - 4.2.2 During the Phase 2 Safe Reopening, training was resumed for the national teams (5+1 per court), and School Holiday Programmes and Learn-to-Play programmes were organised with partners.
  - 4.2.3 During the Phase 3 Safe Reopening, training was resumed for the national teams (8+1 per court). Events organised by the Association included Game On Again (Indoor 4 v 4), Kickstart The Game (BVB) and Beach Volleyball Glory (BVB). Courses organised included SG-Coach Level 1 Technical Coaching Course (BVB), SG-Coach Level 1 Full Integrated Coaching Course (Volleyball) and National Referee Candidate Courses (Volleyball and BVB).

## **5 DISCLOSURE AND UPDATES ENDED 31ST MARCH 2021**

- 5.1 Min Chong presented the disclosure and updates for the year ended 31<sup>st</sup> March 2021.
- 5.2 To facilitate succession planning and steady renewal of the VAS Board, VAS amended its constitution in 2020 to limit the maximum terms of each Board Member to three terms. The Treasurer has a one term limit.
- 5.3 Board Members are not remunerated for their services in the financial year.

- 5.4 None of the Association's staff received more than \$100,000 in annual remuneration each.
- 5.5 The Association has no paid staff, who are close members of the family of the Board members, who each receives total remuneration of more than \$50,000 during the year.

**6 OVERVIEW OF THE FINANCIAL REPORT FOR THE FINANCIAL YEAR ENDED 31<sup>st</sup> MARCH 2021**

- 6.1 The Treasurer, Mr Tan Meng Choon ("Meng Choon") presented the Financial Statements for the financial year ended 31<sup>st</sup> March 2021.
- 6.2 The Treasurer took the opportunity to thank the ex-Treasurer, Mr Chee Kok Leong; ex-Assistant Treasurer, Mr Kelvin Ng Wai Wah; and Finance Manager, Ms Lim Kiew Yong, for their efforts to maintain a comprehensive set of books and records.
- 6.3 Summary Financial Performance
  - 6.3.1 The current financial year recorded a surplus of \$53,674 as compared to \$288,109 in the previous financial year. The reduction is mainly as a result of lower donations for the current financial year, offset by lower operational expenses.
- 6.4 Total Income: \$597,912 (FY2019/2020: \$1,304,540)
  - 6.4.1 Total income was reduced by \$706,628 (54%) year-on-year mainly due to reduction in donations in the current financial year.
  - 6.4.2 Funding from SportSG (including OTSF matching grant and Spextag grant) was reduced by 28% to \$456,658 (FY2019/2020: \$633,788).
  - 6.4.3 Donations amounted to \$40,000, a reduction of \$399,903 (91%) as compared to \$439,903 in the previous financial year.
- 6.5 Total Expenditure: \$544,238 (FY2019/2020: \$1,016,431)
  - 6.5.1 Total expenditure was reduced by 46% mainly due to reduction in expenses across High Performance and High Participation. The Covid-19 pandemic has resulted in cancellation and postponement of high-performance events across the region. Safe Management Measures (SMM) locally also limited our ability to organise events for the fraternity.

6.5.2 Training and competition (local and overseas) expenses were reduced by \$212,883 (75%) year-on-year as a result of inability of the high-performance teams to participate in overseas tournaments and training stints due to the Covid-19 pandemic.

6.5.3 Events and Tournament expenses were reduced by \$32,889 (77%) from \$42,858 to \$9,969 as local SMM restricted our ability to organise local high participation events. This is also evident from the \$100,120 (93%) reduction of official fees from \$107,694 in the prior financial year to \$7,574 in the current financial year.

## 6.6 Summary Financial Position

6.6.1 Total Assets were at \$361,604 (FY2019/2020: \$174,717) as compared to Total Liabilities of \$367,134 (FY2019/2020: \$230,742), resulting in a Net Liabilities position of \$5,530 as of 31 March 2021 (FY2019/2020: \$59,204).

6.6.2 The Association's Balance Sheet was improved progressively over the last two financial years from a Net Liabilities position of \$345,188 as of 31 March 2019.

## 7 **ADOPTION OF MINUTES FOR THE ANNUAL GENERAL MEETING HELD ON 16<sup>TH</sup> SEPTEMBER 2020**

7.1 Min Chong informed the attendees that the minutes of 57<sup>th</sup> Annual General Meeting was confirmed and adopted with no amendments, by all Full Members via the proxy form.

## 8 **ADOPTION OF STATEMENT BY THE DIRECTORS, AUDITED FINANCIAL STATEMENTS AND AUDITOR'S REPORT FOR FINANCIAL YEAR ENDED 31<sup>ST</sup> MARCH 2021**

8.1 Min Chong informed the attendees that the audited financial report was confirmed and adopted by all Full Members via the proxy form.

## 9 **RE-APPOINTMENT OF AUDIT TRUST PAC AS AUDITOR FOR VOLLEYBALL OF SINGAPORE**

9.1 Min Chong informed the attendees that the re-appointment of Audit Trust Pac as auditor for the Association was accepted by all Full Members via the proxy form.

**10     ANY OTHER BUSINESS**

10.1   There being no other matters for discussion, the 58<sup>th</sup> Annual General Meeting was adjourned at 8.00pm.

Recorded by:           Mr Yao Zineng – Sports Events and Marketing Executive

Vetted by:             Mr Chia Min Chong – Secretary-General

Confirmed by:         Mr Huang Wei Zhong Shawn – President