

# RIBA Singapore Chapter

## Minutes of Annual General Meeting 27<sup>th</sup> September 2022

<b>Date:</b>	27th September 2022
<b>Time:</b>	19.00
<b>Place:</b>	"The Great Room" 391B Orchard Rd, Level 22, Ngee Ann City Tower B,
<b>Issue:</b>	28th October 2022

Item	Description	Action
<b>1.0</b>	<b>Welcome and Introductions</b>	note
1.1	Chairman EeTiong Lim introduced the purpose of the meeting and those Members present as set out below.  1. EeTiong Lim (EL) - Chairman 2. Ar. Ronald Lim (RL) – Hon Secretary 3. Vun Sook Yieh (VSY) – Hon Treasurer 4. Jayendra Shah (JS) – Committee Member 5. WingSee Wong (WSW) – Committee Member 6. Cyril Assaad (CA) – Committee Member 7. Fiona Nixon – Honorary Auditor 8. Rick Maund – Honorary Auditor 9. Dr Goh Chong Chia 10. Raymond Tan Eng Teik 11. Meeta Patel 12. Seah Chee Kien 13. Paul Sankey 14. Navaratnarajah Senthilkumar 15. Ho Wei Han 16. Duncan Fletcher Payne 17. Vanessa Liaw 18. Campbell Cumming 19. Kong-Sang Mun	

1.2	<p>20. Philip Jacobs 21. Jeremy Aloysius 22. Lee Kut Cheng 23. Chan Sau Yan 24. Julian Ogiwara 25. Kelvin Kan 26. Cheah Yit Eet 27. Michael Na 28. Benjamin Somner</p> <p>RIBA UK Representative: Azlina Bulmer</p> <p>Sufficient members were in attendance to constitute a quorum and proceeding commenced.</p>	
2.0  2.1	<p><b>Acceptance of minutes to AGM 2021 and review of any actions arising.</b></p> <p>Hon. Sec presented AGM 2021 minutes for review. There were no comments to AGM 2021 minutes. They were unanimously adopted.</p>	Note
3.0  3.1	<p><b>Chairman's Report</b></p> <p><u>RIBA Singapore Chapter 2021-2022 Events</u></p> <ul style="list-style-type: none"> <li>- Sept 2021: RIBA SG Chapter AGM</li> <li>- 22 Oct 2021: In Dialogue, commissioning and curating international exhibitions.</li> <li>- 29 Oct 2021: City Bound "Singapore Archifest"</li> <li>- 2 Mar 2022: Dialogue between RIBA SG and HK Chapters</li> <li>- 30 Jun 2022 and 7 Jul 2022: "Climate Action in Asia" webinar series</li> <li>- 13 Jul 2022: Chapter committee mtg w/ RIBA Director of Int'l</li> <li>- 7 Sept 2022: RIBA SG Chapter governance update proposal – conversation w/ SG members.</li> </ul>	Note

3.2	Virtual meeting with RIBA President elect Muyiwa Oki by Ar. Lim Ee Tiong and Dr. Goh Chong Chia. Dialogue on future support and collaborations between SG Chapter and RIBA HQ. More engagements with RIBA president anticipated.	
3.3	Meeting with United Architects of Philippines (UAP) Singapore Chapter President.	
3.4	<p><u>Forthcoming Events and Initiatives</u></p> <ul style="list-style-type: none"> <li>- Organized architecture / development tours of local projects by RIBA members</li> <li>- Asean Themed Talks 2021-2022</li> <li>- Collaborations with Gulf, HK and China Chapters</li> <li>- 2023 Singapore Archifest event by RIBA SG Chapter with International chapters</li> <li>- “100 years of RIBA in Singapore” commemorative event.</li> </ul>	
3.5	<u>Bi-Monthly Meetings with RIBA SG Chapter Committee Members</u>	
3.6	<p><u>Administration</u></p> <ul style="list-style-type: none"> <li>- ROS arrangements finalized</li> <li>- Financial Audits carried out</li> <li>- Membership and opt-in input from RIBA HQ</li> </ul>	
3.7	<p><u>Strategic Framework</u></p> <ul style="list-style-type: none"> <li>- Continued collaborations with RIBA HQ and international chapters</li> <li>- outreach to local members, students and Asean members</li> </ul>	

	<ul style="list-style-type: none"> <li>- to promote local and international events by RIBA</li> <li>- local involvement with professional bodies and institutions</li> <li>- organise face-to-face gatherings.</li> </ul>	
<b>4.0</b>	<p><b>Membership report</b></p> <p>RIBA UK shared that there are currently 197 RIBA SG chapter members in which:</p> <ul style="list-style-type: none"> <li>- 32 have elected to Opt-In to the SG chapter</li> <li>- 3 Affiliates</li> <li>- 1 Associates</li> <li>- 156 Chartered</li> <li>- 36 Students</li> </ul>	RIBA HQ
<b>5.0</b>	<p><b>Treasurer's report and acceptance of financial statements</b></p>	All
5.1	Honorary Treasurer, Ms Vun Sook Yieh, presented the Treasurers Report. Per the constitution, the Financial Year reporting period is from 1 April 2021 to 31 March 2022.	
5.2	For this reporting period, the Chapter incurred an administrative bank expense of SGD\$35.00 in Jan 2020. Beside this, there were no further monetary transactions, assets or liabilities for FY21/22.	
5.3	SGD\$10,694.40 cash are present on the bank account as at 31 Aug 2022 (latest bank statement as of AGM).	
<b>6.0</b>	<p><b>Honorary auditors confirmation of audited accounts.</b></p> <p>Honorary auditors Richard Maund and Fiona Nixon (appointed AGM 2020) have audited and verified the Chapter's Statement of Accounts for FY reporting period 1 April 2021 to 31 March 2022.</p>	note
<b>7.0</b>	<p><b>RIBA Singapore chapter events</b></p>	note
7.1	Events from AGM 2021 to current:	

7.2	<ul style="list-style-type: none"> <li>- Sept 2021: RIBA SG Chapter AGM</li> <li>- 22 Oct 2021: In Dialogue, commissioning and curating international exhibitions.</li> <li>- 29 Oct 2021: City Bound “Singapore Archifest”</li> <li>- 2 Mar 2022: Dialogue between RIBA SG and HK Chapters</li> <li>- 30 Jun 2022 and 7 Jul 2022: “Climate Action in Asia” webinar series</li> <li>- 13 Jul 2022: Chapter committee mtg w/ RIBA Director of Int’l</li> <li>- 7 Sept 2022: RIBA SG Chapter governance update proposal – conversation w/ SG members.</li> </ul> <p>Future events:</p> <ul style="list-style-type: none"> <li>- greater involvement in education</li> <li>- more in-person networking events</li> <li>- organized building tours</li> <li>- ASEAN Themed Events</li> <li>- design talks.</li> </ul>	
8.0	<p><b>Update on RIBA HQ Governance Proposal</b></p> <p>Further to standard AGM-reporting matters, RIBA UK Representative Azlina Bulmer (AB) provided an informational update on governance reform at RIBA HQ.</p> <p>8.1 <u>I. Current Status</u></p> <p>RIBA currently has 6 International chapters outside UK, whose legal status differ in each jurisdiction. This lack of consistency of legal status is inefficient, and affects delivery and activity of each Chapters, leading to lack of member engagement.</p> <p>With regard to the SG Chapter’s status as an ROS-registered society, a significant number of RIBA members do not “opt-in” each year, resulting in a much smaller chapter than the total membership.</p> <p>8.2 <u>II. RIBA HQ Proposal</u></p> <p>In response, RIBA HQ (International) proposes to set up an RIBA subsidiary company in Singapore with no separate board members or constitution to carry out the scope of work assigned to it by RIBA. This set-up is similar to the Hong Kong chapter in its current form.</p>	note

<p>8.3</p>	<p>This new structure will include operational functions, freeing SG Chapter bearers and committee members from responsibilities of administrative governance to better focus on activities that engage members.</p> <p>In this new form, the chapter will be eligible for the Local Initiative Fund (LIF). As a background, based on governance-related decisions taken at the RIBA National Council level, chapters that remain structurally independent of RIBA HQ (e.g. ROS-registered SG Chapter) will not be eligible for LIF funding.</p> <p>AB stressed that the above proposal was done with members' needs in mind to offer greater clarity, effectiveness and streamlining.</p> <p><u>III. Follow-up EGM</u></p> <p>In order for the above proposal from HQ to be implemented, SG Chapter opted-in members must:</p> <ul style="list-style-type: none"> <li>• Decide whether or not to formally dissolve the SG Chapter in its current form as an ROS-registered society.</li> <li>• Members are encouraged to participate in a follow-up EGM vote that will express members' collective decision on this issue.</li> <li>• Should there be a positive decision (i.e. members vote to dissolve the society), RIBA HQ has committed to bear all necessary costs and expenses related to the administrative dissolution the society, and manage this process until it is closed.</li> </ul>	
<p>8.4</p>	<p><u>IV. Further Information</u></p> <p>Prior to AGM, RIBA HQ had conducted,</p> <ul style="list-style-type: none"> <li>• Preliminary briefing of SG Chapter committee members. (June 2022)</li> <li>• Issued formal letter to SG Chapter members on this matter. (August 2022)</li> <li>• Information session for SG Chapter members to express</li> </ul>	

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	<p>any concerns (Sept 2022)</p> <ul style="list-style-type: none"><li>• Issued a formal Q&amp;A to address members' previously-expressed concerns in writing (Sept 2022)</li></ul> <p>RIBA HQ stands ready to address any further queries and concerns that members may have on the proposed governance proposals.</p>	
<p><b>9.0</b></p> <p>9.1</p>	<p><b>Close</b></p> <p>There being no other matters raised, Chairman EL called the meeting to close.</p>	<p>All</p>

The above is a true and accurate record of the Annual General Meeting of the RIBA Singapore Chapter dated 27<sup>th</sup> September 2022, signed:

Signed:  dated: 1 Nov 2022

EeTiong Lim - Chairman

Signed:  dated: 1 Nov 2022

Ronald Lim – Honorary Secretary