



MINUTES OF THE 18th ANNUAL GENERAL MEETING

The 18th Annual General Meeting of the Joint Branch of RINA & IMarEST (Singapore) [hereafter referred to as the “AGM”] was held from 6.45pm to 10.30pm on **Friday, 7th December 2018** in the SP Graduates Guild (SPGG), Carnation Room (Level 3), 1010 Dover Road, Singapore 139658.

- Total 28 members were present at the AGM.(Attendance list enclosed)
- The meeting scheduled for 1830 was called to order at 18.45pm after the quorum was met.

A) The Minutes of the 17th AGM

- The minutes of the 17th AGM (6th December 2017) was adopted by members present.
 - Proposer: Mr Makaraksha Saha
 - Seconder: Mr Chin Ken Ray

B) JB Chairman’s Annual Report

The Chairman delivered his annual report to members. A copy is provided in the attachment. Some additional items reported by the Chairman are given here below.

- The certificate as the best speaker of the year was given to Mr James Laybourn of DNV-GL Singapore. The technical talk was, “Energy Transition Outlook to 2050 and the impacts and the impact on the maritime and offshore sectors.”
- Operating funds for managing technical activities in the coming year have reduced due to drop in member numbers and adverse currency exchange rate. In addition the Joint Branch has not received the student grant, and a report of planned student activities has been submitted in order to get this money from IMarEST.
- Technical expenses, similar to previous years, have again exceeded the technical funds received. The figures are included in the annual report in the attachment. While incremental improvements have been achieved every year in reducing the annual



deficit, more vigorous effort need to be made in coming year to achieve break-even point in the balance sheet.

- Use of Eventbrite for registering attendees at every JB event is proceeding smoothly. Getting an accurate number of attendees ahead of the event is helping us organize more effectively and with lesser wastage. Eventbrite will continue to be used in the coming year.
- The Chief Executive of IMarEST Mr David Loosley visited Singapore in January 2018 and hosted a lunch for IMarEST Fellows which was well attended. Mr Bob Maxwell was awarded an honorary Fellowship of IMarEST at this event. (Sadly Bob passed away due to serious illness a few months later and is deeply missed by all).
- The Chief Executive of RINA Mr Trevor Blakely visited Singapore in August 2018 and met with committee members over lunch. Mr Blakely also attended a JB technical talk scheduled on the same evening, and said a few words to the members who were present.
- Changes proposed in the Constitution of the Joint Branch in the 2017 AGM have been implemented after receiving approvals of both HQ and the ROS. Some new proposals for amendments of the Constitution have been received and will be debated in the AGM and members decision recorded.
- As suggested by the Chief Executive of RINA Mr Trevor Blakely, the Joint Branch will put itself forward for the Manpower training & development award of the MPA which will be presented during the Singapore Maritime Week in April 2019. Even if we don't succeed, it will help raise the profile of the Joint Branch.
- The Chairman's annual report was adopted.
 - **Proposer:** Dr Arun Kr Dev
 - **Seconder:** Mr Ivan Stoytchev



Members observations and questions raised on the Chairman's report are reported below in AOB.

C) The Treasurer's Report

The financial report consisting of the technical and social accounts audited by two Honorary Auditors in advance of the AGM was jointly presented by the Chairman and the Assistant Treasurer. A copy of Technical accounts is provided in the attachment.

It was agreed to find solutions to reduce the technical expenditures in 2019, without reducing Technical talks, after a lengthy discussion and a number of observations and questions by members which are reported below in AOB.

Mr Tony Richardson requested more details of the annual dinner and 60th Anniversary celebrations of Oct 2018. As part of the income and expenses were after September 2018, Mr Dave Kinrade requested that this consolidated account be presented in the next financial year accounts which was agreed

- The technical and social accounts, as well as report, were adopted by all members present.
 - **Proposer:** Mr Mihhail Klaaser
 - **Seconder:** Ms. Roxanne Lek

D) Proposed Amendments to the Constitution

The following proposal for amendments to the constitution were received prior to the AGM. These were debated and then accepted/rejected during the meeting. The final decision of members is noted against each. For amendments that are agreed, implementation is subject to both HQs' and ROS approval.

CLAUSE 4 MEMBERSHIP QUALIFICATIONS AND RIGHTS

4.2 Only members who are above 21 years of age shall have the right to vote and to hold office in the Society.

Proposed to be replaced with



4.2 Only members, *excluding any student members*, who are above 21 years of age shall have the right to vote, *nominate as a proposer and or a seconder* and to hold office in the Society.

Reasons: Though it is understood that the student members do not have voting rights, but it is better to spell it clearly at the Constitution. In both HQs (RINA and IMarEST), voting rights are limited to Corporate members only.

Decision : **ACCEPTED**

CLAUSE 5 APPLICATION FOR MEMBERSHIP

5.1 A person wishing to join the Society should submit his particulars to the Secretary on a prescribed form.

Proposed to be replaced with

5.1 A person wishing to join the Society should submit his/*her* particulars to the *membership committee of the respective parent body* on a prescribed form.

Reasons: The fact is that the Society does not handle membership registrations and only engages with and encourages professionals to join both RINA and IMarEST membership.

Decision: **ACCEPTED** (part of the clause will be changed and the rest left as is. This is regarded as a clarification, rather than a change.)

5.2 A new member must be proposed and seconded by existing members. The Committee will decide on the application for membership.

Proposed to be replaced with

5.2 A new member must be proposed and seconded by existing members. The *membership committee of the respective parent body* will decide on the application for membership.

Reasons: The fact is that the Society does not handle membership registrations and only engages with and encourages professionals to join both RINA and IMarEST membership

Decision: **ACCEPTED** (A part of the clause will be changed and the rest left as is. This is regarded as a clarification, rather than a change.)

CLAUSE 8 MANAGEMENT AND COMMITTEE

8.3 Names for the office-bearers shall be proposed and seconded at the Annual General Meeting, and election will follow on a secret balloted majority vote of the members. All office-bearers, may be re-elected to the same or related post for a consecutive term of office. The term of office of the Committee, excluding the Chairman, Vice Chairman and Ordinary Committee Members, shall be one year. The Chairman, Vice Chairman and Ordinary Committee Members shall hold a two-year term of office. The term of office of the Treasurer shall be not more than two years.

Propose to be replaced with

8.3 Names for the office-bearers shall be proposed and seconded at the Annual General Meeting and election will follow on a secret balloted majority vote of the members. All office-bearers, *excluding Chairman*, may be re-elected to the same or related post for a consecutive term of office. The term of office of the Committee, excluding the Chairman, Vice Chairman and Ordinary Committee Members, shall be one year. The Chairman, Vice Chairman and Ordinary Committee Members shall hold a two-year term of office. The term of office of the Treasurer shall be not more than two years.

Reasons: In order to bring new leadership, it is good to change the Chairman every two years. As the out-going Chairman becomes appointed as an Advisor, a new Chairman is still desirable for the Committee. However, the out-going Chairman may always opt for joining the JB Committee as a Chairman in future.

Decision: **ACCEPTED** (Members agreed that this was fair in order to bring in new blood)

A new sub-clause proposed to be added -



8.10 *The outgoing Chairman shall automatically be appointed as the Immediate-past Chairman and the only advisor of the committee for the next consecutive term until a new Advisor replaces him/her. No other committee members shall be appointed as the Advisor to the committee other than the immediate-past Chairman. If for some reason, the past chairman becomes unavailable to act as advisor to the committee, then the Chairman prior to this immediate past one, may be called upon to act as advisor.*

Reasons: In a continuously changing world, the immediate past chairman is best placed to provide continuity and guide and advise the new chairman, as he is most upto date on the chairman's role and responsibilities and any new ideas and initiatives agreed in recent past. At the same time his role is purely advisory, so the new chairman is still free to try new ideas and initiatives.

Decision: **REJECTED** (Members felt that such amendment would lead to unnecessary confusion in case the immediate past chairman was not available to continue as advisor)

CLAUSE 9 DUTIES OF OFFICE BEARERS

Proposed new sub-clause to be added

9.7 *To honour outstanding personages amongst its membership, the committee shall present Lifetime Achievement awards at every annual dinner. Awardees selected from a list of nominees proposed by the Society's members, shall be selected by an independent awards committee headed by a chairman*

Such awards shall be one for a Naval Architect (RINA affiliation) and one for a Marine Engineer (IMarE/IMarEST affiliation) and nominees proposed by the Society's membership, shall strictly comply with the following eligibility criteria for nomination:

- *Age must be 65 and above*
- *Employed or Retired*
- *Singapore Citizens or Singapore PRs or Overseas Nationals who have stayed in Singapore for at least 20 years.*
- *Currently, a member of RINA and/or IMarEST and at least has been a member for a minimum of 20 years or more.*

Reasons: Since 2018, when the LTAA has been introduced, it is good to put the above eligibility criteria which the JB Committee will follow as part of their duties. In the absence of such fixed criteria, there is every possibility that the JB Committee may time to time change the eligibility criteria for the LTAA. The award is for JB members first who have significantly contributed to the professional body through a long period of affiliation, contribution in the local as well as in HQs of the parent bodies, etc.

Decision: **REJECTED** (Despite vigorous discussions, no unanimous agreement could be reached on the criteria for selection of award recipients. It was agreed to continue with the 2018 criteria for now, but without enshrining it into the constitution.)

E) Matters Arising

Election of Office Bearers (Clause 7.7b and Clause 8.2)

After voting by the members for the positions falling vacant, the following members were confirmed/elected for the new committee for 2018/2019 as follows*:

Committee Members 2018/2019		
S/N	Name	Position
1	Mr Arvind Sharma	Chairman
2	Mr Chris Kirton	Vice Chairman
3	Dr Mohammed Abdul Hannan	Secretary
4	Mr Ivan Stoytchev	Assistant Secretary
5	Mr Dorab Daruvala	Treasurer
6	Mr Raymond Chia Yong Hwa	Assistant Treasurer
7	<i>Mr Mike Watt</i>	Committee Member
8	Dr Livio Deltin	Committee Member
9	<i>Mr Shamsul Huda</i>	Committee Member
10	ME4 Chan Fann Howe	Committee Member
11	Dr Arun Kr Dev	Honorary Auditor
12	Mr Kenneth Kee	Honorary Auditor
13	Dr Ivan CK Tam	Honorary Advisor

*Members in Italic were newly elected in the 18th AGM. All positions for election had only one nomination and were voted unanimously.

* Additional co-opted members will be appointed by the committee as and when required

F) AOB

The following observations and questions were raised by the members and responded by the Chairman and the Assistant Honorary Treasurer during the AGM.

Q - A query was raised about a comment in the 17th AGM minutes, about fees paid for students.

A - It was clarified that the minutes had been erroneously recorded, no fees are charged to student members, and the members comment in the 2017 AGM minutes was referring to fees that members Organization paid as a member partner to IMarEST.

Q - [Mr Kenneth Kee] The reduction of member numbers looks on the RINA side, and not on the IMarEST side. Is the reason for drop known?

A - [Chairman / Mr Arvind Sharma] There was a total of 350 members of RINA and 839 members of IMarEST in Singapore at the end of September 2017. While there was a total of 252 members of RINA and 853 members of IMarEST in Singapore at the end of September 2018. The RINA members have clearly dropped. Exact reason would be queried with RINA. Possibly, such sharp decrease was due to the students continuing as fee paying members after graduating.

O - [Mr Tony Richardson] Members are not able to clearly understand the accounts statement. They should have the audited account statement at the registration desk of the AGM for their examination prior to the meeting, so that they can ask proper questions during the meeting.

A - [Chairman / Mr Arvind Sharma] The Committee is following the usual tradition of projecting the detailed audited accounts on screen, and would prefer not to circulate copies of the accounts in an uncontrolled way. However, taking into account the members request, some controlled copies of the audited accounts will be placed at the reception at beginning of the AGM for scrutiny by members.



O - [Mr. Dave Kinrade] Last year the deficit in the technical account balance was SGD 2,000.00. This year the deficit is again about the same. What steps is the Committee taking to stop such a deficit?

A - [Chairman / Mr Arvind Sharma] The deficit in the technical accounts has been taking place for the past few years, aggravated by the low pound sterling. The challenge for the Committee is to achieve breakeven point, without compromising on its activities or in any way reducing the number of technical talks, which are very important for keeping our members engaged in Singapore. One obvious solution would be if the number of local members were increased (thereby increasing income). Another solution would be to ask the HQs for a little more money. Both will be tried but could be rather difficult to achieve by the JB.

As immediate remedy, steps have been taken to reduce AGM expenses (Shift of AGM venue from the Tanglin Club in 2017 to the SGPP in 2018). And the professional review expenses for which the Joint Branch were not claiming reimbursement, will now be fully charged to the HQs.

Q - [Mr. Mihhail Klasser] Why do we not arrange technical talks with the SNAMES? Why do not people pay to attend the technical talks? Why are some company representatives who delivering technical talks allowed to advertise their products and/or services?

A - [Chairman / Mr Arvind Sharma] Almost all our technical talks are cosponsored with SNAMES and CORE. There are no fees charged to members as this dissemination of information and knowledge to members is our very purpose of being here.

Around S\$ 20.00 -S\$ 30.00 are spent by the Joint Branch on a token of appreciation given to speakers. The speakers are subject matter experts and share their knowledge with members for free and no fee is paid to them. The Committee cannot stop companies who are sharing their resources for free from subtly advertising their business in a limited way. However, the technical Sub Committee will be asked to inform speakers that our technical talks not be used as a platform for overt advertising of their organizations.

Q - [Mr. Dave Kinrade] How much does the Joint Branch of the RINA & IMarEST in Singapore pay the ASMI to hold a registered office at their venue? What does ASMI do for

such fees? Would it be a good idea to check with Mr David Kelly the possibility of having registration out of the IMarEST Singapore office? Can the Joint Branch use the SGPP for such registration?. What is SNAMEs doing in this regard? Why is the Joint Branch not doing the same?

A - [Chairman / Mr Arvind Sharma] Approximately SGD 2,000.00 per annum. The ASMI is not giving any additional service for such a sum of money due for an office registration and mail address. The Committee can consider moving the registered office to the SGPP since the facility management is willing to provide a registered office for start-ups. (However, there is a long waiting list for getting a PO Box and office registration in the SGPP as highlighted by the Deputy Director of the Singapore Maritime Academy at the Singapore Polytechnic and past Chairman of the SNAMEs, Mr Foo Nan Cho). The Committee will explore with Mr David Kelly about a new registered office.

G) Vote of Thanks

The Chairman thanked the previous committee members and co-opted members as well as the honorary advisors for their cooperation and support in the term 2017/2018 and wished the in-coming members elected to the Committee for 2018/2019 a successful year ahead. The Chairman thanked the IMarEST Office in Singapore, especially Mr David Kelly and Ms Susana Safie for their support in organizing the joint branch events.

The meeting ended at 9.00pm and was followed by a buffet dinner.

Arvind Sharma

Arvind Sharma
Chairman
The Joint Branch of RINA & IMarEST
Singapore

Ivan Stoytchev

Ivan Stoytchev
Assistant Secretary
The Joint Branch of RINA & IMarEST
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