

**MINUTES OF THE 57th ANNUAL GENERAL MEETING (AGM)  
OF THE SINGAPORE HUMAN RESOURCES INSTITUTE (SHRI)  
HELD ON 24 MARCH 2023 (FRIDAY), 7.00PM VIA PHYSICAL AND  
ZOOM WEB CALL (HYBRID)**

Present:	President	Low Peck Kem, <i>FSHRI</i>	P (LPK)
	Vice President	Tan Hui Boon, <i>MSHRI</i>	VP (THB)
	Vice President	Sam Neo, <i>MSHRI</i>	VP (SN)
	Vice President	Sabrina Loi, <i>FSHRI</i>	VP (SL)
	Honorary Secretary	Charmaine Sim, <i>MSHRI</i>	HS (CS)
	Honorary Treasurer	Darryl Wee, <i>MSHRI</i>	HT (DW)
	Asst Honorary Secretary	Kwok May Leng, <i>MSHRI</i>	AHS (KML)
	Council Member	D N Prasad, <i>MSHRI</i>	P (DNP)
	Council Member	Alison Shee, <i>MSHRI</i>	M (AS)
	Council Member	Cynthia Lee, <i>MSHRI</i>	M (CL)
	Council Member	Lim Khia Tat, <i>MSHRI</i>	M (LKT)
	Council Member	Lawrence Tan, <i>MSHRI</i>	M (LWT)
	Council Member	Lucy Tan, <i>MSHRI</i>	M (LUT)
	Council Member	Magdalene Chai, <i>MSHRI</i>	M (MC)
	Council Member	Sarojini Padmanathan, <i>MSHRI</i>	M (SP)
	Council Member	Rebecca Tan, <i>MSHRI</i>	M (RT)
	Co-opt Member	Jaclyn Lee, <i>MSHRI</i>	M (JL)
	Co-opt Member	Annie Lim, <i>MSHRI</i>	M (AL)
	Co-opt Member	Angelina Chua	M (AC)
	Executive Director	Alvin Goh, <i>MSHRI</i>	ED (AG)
In Attendance:	Secretariat		

At 7.00pm, HS (CS) announced to all present virtually that a total of 40 Professional Members were in attendance and that the quorum of 60 Professional Members was not met. The 57<sup>th</sup> AGM then commenced. She then invited P (LPK) to chair the Meeting and to share her opening speech with the Members.

		Action By
1	<b>OPENING ADDRESS BY PRESIDENT</b>	
1.1	P (LPK) thanked and welcomed the Members for attending the 57 <sup>th</sup> AGM in person and via Zoom.	
1.2	P (LPK) thanked all Council Members, Board of Directors, past and present Executive Directors, the SHRI Secretariat team, and fellow SHRI Members for their valuable contribution and support.	

1.3	<p>P (LPK) shared the following key highlights of 2022:</p> <ul style="list-style-type: none"> <li>• SHRI Contribution to the HR Community &amp; Members</li> <li>- HR Hackathon</li> <li>- HR Outlook 2023</li> <li>- Exclusive Membership Workshop and Events</li> <li>- Collaborated Webinars &amp; Events with Government Bodies &amp; Trade Associations</li> <li>- Biweekly Newsletter &amp; Social Media Engagement</li> <li>- Branding &amp; Exposure of SHRI Thought Leadership through Council &amp; Secretariat.</li> </ul> <ul style="list-style-type: none"> <li>• Membership</li> <li>• SHRI Academy</li> <li>• SHRI Corp</li> </ul>	
1.4	<p>HS (CS) thanked P (LPK) for her speech and shared the agenda for the meeting. Item 7 was not discussed as the quorum requirement was not met.</p>	
1.5	<p>HS (CS) shared the following agenda for the 57<sup>th</sup> AGM:</p> <ol style="list-style-type: none"> <li>1. Opening Address by President</li> <li>2. To confirm the Minutes of the 56<sup>th</sup> AGM held on 25 March 2022</li> <li>3. To discuss any matters arising from the Minutes of the 56<sup>th</sup> AGM</li> <li>4. To receive and adopt the 57<sup>th</sup> Annual Report of the Executive Council for the period 26 March 2022 to 23 March 2023</li> <li>5. To receive and adopt the Financial Report for the financial year ended 31 December 2022 as certified by the auditors.</li> <li>6. To reappoint auditors for FY2023</li> <li>7. To consider and adopt the proposed changes to the by-laws of the Constitution as per Appendix A.</li> <li>8. To transact any other matter of which notice in writing has been given to the Honorary Secretary at least seven consecutive days before the meeting.</li> <li>9. To elect President (2023 - 2025)</li> <li>10. To elect Executive Council (2023 - 2025)</li> </ol>	
<b>2</b>	<b>TO CONFIRM MINUTES OF THE 56<sup>th</sup> AGM HELD ON 25 MARCH 2022</b>	
2.1	<p>HS (CS) requested a proposer and a seconder to confirm the minutes of the 56<sup>th</sup> AGM. Mr. Bernard Yeo proposed and Ms Sarojini Padmanathan seconded. The 56<sup>th</sup> AGM minutes was adopted.</p>	
<b>3</b>	<b>TO DISCUSS ANY MATTERS ARISING FROM THE MINUTES OF THE 56<sup>th</sup> AGM</b>	

3.1	HS (CS) shared that there were no matters arising from the minutes of the 56 <sup>th</sup> AGM.	
<b>4</b>	<b>TO RECEIVE AND ADOPT THE 57<sup>th</sup> ANNUAL REPORT OF THE EXECUTIVE COUNCIL FOR THE PERIOD 26 MARCH 2022 TO 23 MARCH 2023.</b>	
4.1	HS (CS) requested for a proposer and seconder for the adoption of the 57 <sup>th</sup> Annual Report of the Executive Council. Mr. Lim Khia Tat proposed and Ms Allison Shee seconded.	
<b>5</b>	<b>TO RECEIVE AND ADOPT THE FINANCIAL REPORT FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2022 AS CERTIFIED BY THE AUDITORS</b>	
5.1	HS (CS) requested for a proposer and a seconder to adopt the financial report for the financial year ended 31 December 2022. Mr. Bernard Yeo proposed and Ms Tan Hui Boon seconded.	
5.2	HS (CS) invited HT (DW) to present the financial report for the financial year 2022.	
5.3	HT (DW) shared that SHRI has achieved a total revenue of \$2.67M in 2021 compared to a budgeted amount of \$3.09M. HT (DW) added that the Group's netprofit stands at \$9K compared to the budgeted amount of \$127K. HT (DW) explained that this was due to relaxed Covid restrictions and offices opened, many staff returned to offices to work and training had become secondary. This resulted in both proprietary and short courses suffering lower student intakes.	
5.4	HT (DW) shared that SHRI Academy only had two events organized, that is HR Hackathon and HR Outlook. HR Awards, traditionally a revenue generator for SHRI had to be delayed to FY 2023, hence the drop in revenue.	
5.5	HT (DW) shared that SHRI Corporation has experienced an increase in consultancy projects due to good branding. SHRI has also developed in-house capabilities to do HR projects.	

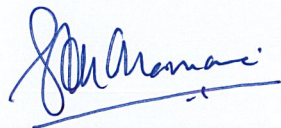
<b>6</b>	<b>TO RE-APPOINT AUDITORS FOR FY 2023</b>	
6.1	<p>HS (CS) thanked the auditors, Rama &amp; Co for their hard work and professionalism. HS (CS) requested a proposer and a seconder to reappoint Rama &amp; Co as SHRI's auditors for the financial year 2023.</p> <p>Ms Sabrina Loi proposed, and Ms Lucy Tan seconded.</p>	
<b>7</b>	<b>TO CONSIDER AND ADOPT THE PROPOSED CHANGES TO THE BY-LAWS OF THE CONSTITUTION AS PER APPENDIX A</b>	
	<p>HS (CS) announced that the members present did not have the power to amend the Constitution given that the quorum of 60 professional members was not met and moved on to the next item listed on the agenda.</p>	
<b>8</b>	<b>TO TRANSACT ANY OTHER MATTER OF WHICH NOTICE IN WRITING HAS BEEN GIVEN TO THE HONORARY SECRETARY</b>	
8.1	<p>HS (CS) shared that no questions were received from members prior to the Annual General Meeting and invited the members present to raise their queries, if any.</p>	
<b>9</b>	<b>TO ELECT PRESIDENT (2023 - 2025)</b>	
	<p>P(LPK) has decided to step down after serving 2 terms as President of SHRI. P(LPK) thanked SHRI members, council, and Secretariat team for the support and is pleased to hand over to a planned successor. HS (CS) announced that Mr. D N Prasad is the new elected President. DNP (P) gave a short speech, thanking everyone for the support and looking to be working together.</p>	
<b>10</b>	<b>TO ELECT EXECUTIVE COUNCIL (2023 - 2025)</b>	
	<p>HS (CS) thank the dissolved council members:</p> <ul style="list-style-type: none"> <li>• Mr. Darryl Wee, Former Honorary Treasurer</li> <li>• Ms Kwok May Leng, Former Assistant Honorary Secretary</li> <li>• Mr. Khia Tat Lim, Former Council Member</li> <li>• Ms Cynthia Lee, Former Council Member</li> <li>• Ms Magdalene Chia, Former Council Member</li> <li>• Ms Christophane Foo, Former Co-Opt</li> </ul> <p>HS (CS) introduced the newly elected Council Members (2023 - 2025):</p> <ul style="list-style-type: none"> <li>• D N Prasad</li> <li>• Alison Shee</li> <li>• Angelina Chua</li> <li>• Annie Lim</li> <li>• Charmaine Sim</li> <li>• Daniel Chia</li> <li>• Lawrence Tan</li> <li>• Lucy Tan</li> <li>• Low Peck Kem</li> <li>• Rebecca Loke</li> <li>• Sabrina Loi</li> <li>• Sam Neo</li> </ul>	

	<ul style="list-style-type: none"> <li>• Sarojini Padmanathan</li> <li>• Tan Hui Boon</li> <li>• Fermin Diez (Co-opted)</li> <li>• Jaclyn Lee (Co-opted)</li> </ul>	
<b>11</b>	<b>CLOSE OF MEETING</b>	
	P (LPK) and HS (CS) thanked all members in attendance and wished them a pleasant evening. There being no other matters, the Annual General Meeting was called to a close at 8:37pm.	

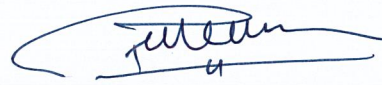
Recorded and Prepared by : Shaidah Nafisah Mahmud  
HR Administrator

Vetted by: Ms Charmaine Sim, *MSHRI* Honorary Secretary  
Ms Low Peck Kem, *MSHRI* President

Confirmed by: :



Ms Charmaine Sim, *MSHRI*  
Honorary Secretary



Ms Low Peck Kem, *MSHRI*  
President

Date: : 15 April 2023