



GREEN PRODUCTIVITY ASSOCIATION

Persatuan Produktiviti Hijau Malaysia
(Registration No. 955)

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ANNUAL GENERAL MEETING MINUTES OF MEETING

Date: Saturday 14 April 2012

Venue: Bilik Wau, Rumah Universiti, Universiti Malaya

Time: 11 am.

Attendance: As attached

1. President's Address

- 1.1 The President welcomed everyone for taking time off to be present at this Annual General Meeting (AGM) of the Green Productivity Association Malaysia. The President noted that the Association had not been actively recruiting new members, as well as engaging our members in more activities. She also remarked that GPAM had not been active in the last year on activities. She called on members to think about this situation and suggest ways to improve it. As the government's transformation programs (GTP), the President would like the members to look into areas in which the Association might be involved.

2. Confirmation of Minutes of AGM

- 2.1 Minutes of the last Annual General Meeting of the Association which was held on 5 June 2011 was approved by all the members present with the following amendments:

- (a) spelling errors of the attendance were corrected for:
Mr. Lim Tuan Chee and Dr. Kuppusamy Singaravelloo;
- (b) Miss Agkillah Maniam should be listed as invited participant;
- (c) Because the balance did not consist of all cash amount, Para 4.1 should read as follows:

"4.1 The Treasurer tabled the Financial Report; and together with the Internal Auditors' Report for the Association for the year ending 31 December 2010, with a balance of RM5,781.61 was unanimously approved and accepted by the Meeting."
- (d) Para 5.1 corrections to the spelling of Hon. Treasurer: Dr. Kuppusamy Singaravelloo
- (e) Para 5.2 corrections to the spelling of EXCO member: Mr. Lim Tuan Chee

3. Annual Report by the Secretary General

The meeting took note of the Secretary General's Annual Report for the year under review as follows:

3.1 Membership

There was only one new member joining the Association during this period. The secretariat would be taking actions to remove members (both corporate and individual membership) who had not paid the annual subscription for five consecutive years; although the Constitution provides for removal after 3 years.

3.2 Web-site

The hyperlink to the Association's web-page is www.gpam.org.my. The web site was shown to the members during the meeting. It had been noted that the Members had not been active in visiting or using the Association's web site.

3.3 SSCDF

It was reported that the Association had received a letter on 7 April 2012 from Malaysian Industrial Development Authority (MIDA) dated 28 March 2012 on the Service Sector Capacity Development Fund (SSCDF) grant that was provided to the Association. This matter would be discussed under 'Other Matters' of the meeting.

3.4 IGEM2010

The International Greentech & Eco Products Exhibition and Conference Malaysia, 2011 (IGEM2011) was held from 7-10 September 2011 at the Kuala Lumpur Convention Centre (KLCC). GPAM was a supporting organization for this event. For the current year, GPAM will again support IGEM2012. It will be held at the KLCC from 10-13 October 2012. As this is the 'largest green technology exhibition in this region' in disseminating awareness in green technology, eco products and services, members are encouraged to participate in the coming IGEM2012 exhibition, conference or pay a visit during event to get more information on green technology and related fields.

3.5 Amendments to the Constitution

During the previous AGM, there were amendments tabled and approved. The amendments were submitted to the ROS. However, the ROS had rejected these amendments because our AGM was not attended by 2/3 of our members. These amendments were pertaining to membership (Article VI), Entrance Fees & Subscription of Life Member (Article VII) and Proposed New Article XVI- Disciplinary Action against members whose yearly subscription is overdue for 3 consecutive years. Therefore, the Association has to clean up the membership and re-submit the proposed amendments.

4. Financial Report

- 4.1 The Treasurer tabled the Financial Report; and together with the Internal Auditors' Report for the Association for the year ending 31 December 2011, with a balance of RM5805.21, inclusive of RM570 which is still in arrears from membership fees was unanimously approved and accepted by the Meeting.
- 4.2 The meeting also agreed that 5 of the members whose annual subscriptions had lapsed for the last five years be removed from the membership list. Letters had been sent to these members with no response received so far. With this removal the number of members as of 31 December 2011 stands at 25.

5. Election of EXCO for 2011-2013


- 5.1 It was mentioned that this is not an election year as the term for the current EXCO (as well as the Internal Auditors) will be for the period 2011 – 2013; expiring next year.

6. Other Matters

- 6.1 The letter from MIDA was circulated to the members. The meeting was informed that in August 2009 an application was made specifically for the Training and Outreach Program under the SSCDF to MIDA. GPAM's application for this financial support was given approval by MIDA in December 2009. The amount approved was RM321,900.00. Upon approval a sum RM160,950.00 which amounts to 50% of the total amount of grant approved was disbursed to the Association for implementation by the end of 2010. The training programs were duly implemented with an amount of RM162,914.03 spent and a report submitted to MIDA on 2 July 2010.
- 6.2 MIDA has yet to reimburse the RM1964.03 from the first round of implementation of SSCDF programs under GPAM described in 6.1 above.
- 6.3 Thanking the government and MIDA for allowing the Association to participate in this program, the meeting noted that while it was commendable for SSCDF funds to provide an advance payment of 50% of the approved amount, the remaining 50% would only be reimbursed to GPAM upon the final completion of the conduct of the entire seminars & workshops. The meeting was informed that, from the day the SSCDF fund was given approval, the EXCO had been engaging with MIDA officers to request for a flexible mechanism in implementation. We had explained, amongst others, that as an Association and unlike companies, there was no likelihood of obtaining a bridging financing scheme for the advance payment and implementation of the training program.
- 6.4 Having noted the background, the meeting agreed that:
- (a) GPAM would be happy to conduct the remaining training programs if MIDA forwards the remaining grant; and is willing to consider if MIDA provides at least 95% of the remaining grant.
 - (b) GPAM would need at least 6 months to implement the training programs;

- (c) If MIDA can not give the balance grant as an advance, the Association would not be able to complete the prescribed activities due to financial constraints; and
- (d) The Secretary General is requested to write to MIDA and a meeting arranged with MIDA officer on this subject matter.

The meeting was adjourned at 1pm with a vote of thanks to the Chair.



Lee Kiyau Loo
Secretary General



Dr. Phang Siew Nooi
President

ANNUAL GENERAL MEETING
MINUTES OF MEETING

Date: Saturday 14 April 2012

Venue: Bilik Wau, Rumah Universiti, Universiti Malaya

Time: 11 am.

Attendance:

1. Dr. Phang Siew Nooi
2. Ms Lim Peng Peng
3. Mr. Lee Kiyau Loo
4. Dr. Kupusamy Singalavello
5. Ms Yap May Lan
6. Pn. Kamariah Mohd Noor
7. Ms Wu Ghoi Gouk
8. Mr. Lim Tuan Chee
9. Dr. Tan Teck Hong
10. Dr. Mohd Zin Mohamed
11. Mr. S. Thanasegaran
12. Mr. Lim Tuan Tat
13. Mr. Lim Ka Han