

**MINUTES OF THE LAS VIRTUAL ANNUAL GENERAL MEETING HELD ON 27 MARCH 2021, 9.30 AM – 10.30 AM**

**Members**

1	Balbindar Kaur Dhaliwal	36	Koh Chee Boon
2	Bella Ratmelia	37	Kong Leng Foong
3	Bethany Wilkes	38	Lee Cheng Ean
4	Carol Sim	39	Lim Hwee Ming
5	Caroline Pang	40	Lim Puay Ling
6	Chan Thye Seng	41	Lo Wan Ni
7	Chow Wun Han	42	Low Jiaxin
8	Choy Fatt Cheong	43	Malarvele Ilangovan
9	Damien Wang	44	Manimekalai
10	De Alwis S M	45	Nadia Arianna Binte Ramli
11	Debra L'Angellier	46	Ng Hui Ling
12	Denisonde Simbol	47	Ong Hong Kiat
13	Edmund Lee	48	Phoebe Lim
14	Edward Lim	49	Rajen Munoo
15	Fong Ying Yi	50	Raneetha Rajaratnam
16	Gan Mei Lin Jennifer	51	Reena Kandoth
17	Gandhimathy D	52	Rindra Ramli
18	Gee Miaw Miin	53	Sadie-Jane Nunis
19	Gene Tan Hwee Yong	54	Salihin Mohmmmed Ali
20	Goh Su Nee	55	Samantha Ang
21	Goh Yu Mei	56	Samantha Seah Siew Cheng
22	Gulcin Cribb	57	Sara Pek
23	Idris Surattee	58	Sarah Ruslan
24	Jacky Wong Kae Perng	59	Scott Davidson
25	Jacqueline Lee	60	Seow Hwee Ling
26	James Wong	61	Siti Aisyah Abdul Nasir
27	Jaslin Koh	62	Soh Lin Li
28	Jenny Wong	63	Tan Chui Peng
29	Joan Wee	64	Tse Ming Wai
30	Joanne Koh	65	Umarani Jayapal
31	Joseph Kennedy	66	Vincent Wong
32	Judy Teo	67	Vivien Tan
33	Kamaludeen Mohamed Rafi	68	Wong Oi May
34	Kannadasan Venkatachalam	69	Yit Chin Chuan
35	Khoo Ai Ling	70	Yuan Ye
		71	Zubaidah Mohsen

**1 President's Address**

- 1.1 Ms Tan Chui Peng welcomed all members to the 2021 virtual Annual General Meeting (AGM). Ms Tan explained that the Council was unable to organise the AGM last year and even in the subsequent months because of the stringent COVID-19 prevailing guidelines at that time.
- 1.2 The pandemic has accelerated the pace for libraries to rapidly review their service delivery and stay connected with their users. Amidst all the changes and coping with COVID-19 pandemic, the Council remained committed and continued to execute its plans and organised engagement opportunities for the members. Ms Tan highlighted some key areas of achievement by the council. The LAS biannual conference is a major event in LAS, and for the 2019 conference, LAS adopted an international approach to invite presenters and participants

from overseas, which was a good opportunity for library practitioners to network and exchange their experiences. LAS also initiated a joint meeting with Persatuan Perpustakaan Malaysia (PPM) to re-established collaborations with PPM and future joint activities. The joint conference with PPM would be one of the upcoming highlights for this year in 2021 and more details would be provided in due course. Ms Tan also shared system enhancement efforts by the Web and IT Committee in 2020. The committee reviewed various challenges in existing membership system and pushed forward the automation of membership registration/renewal process. The new system is ready for implementation in April 2021.

- 1.3 Ms Tan thanked the current Council Members for their professionalism and extended her appreciation to the Internal Auditor. She expressed her appreciation to past LAS Presidents for their contributions in the 65 Anniversary joint-publication with PPM due to be published by May 2021. Ms Tan also thanked the Council of Chief Librarians for their continuous support to LAS.

## **2 Minutes of Last AGM Held on 4 May 2019**

- 2.1 The minutes of last AGM held on 4 May 2019 was proposed by Ms Gee Miaw Miin, NLB and seconded by Chow Wun Han, NLB.

## **3 Treasurer's Report**

### **3.1 Audited Financial Statement**

3.1.1 Ms Gandhimathy Durairaj presented on the audited financial statements. She explained that because of COVID-19, conferences and workshops were not held and as such, there was no revenue generated from events. Ms Gandhimathy also shared that revenue for membership was much lower in 2020 as not many social activities were organised due to COVID-19. The WLIC Grant was also not utilised in 2020 and the JCM Grant was used on LAS 2020 Awards instead.

3.1.2 Ms Gandhimathy also shared that the fixed deposit was changed to a year to capture better interest rate. The revenue of \$171.00 from "Others" category refers to the dividend income received.

3.1.3 Ms Gandhimathy also shared that expenses were lesser in 2020 and mainly on virtual events. \$8,179.00 was spent on Awards and Sponsorship. There were lesser Paypal charges because of lower membership sign-ups. The expenses from "Others" category were mainly technical support systems such as purchasing Microsoft Office software and subscription of Zoom to host virtual events.

- 3.2 The financial statements were proposed for approval by Ms Lo Wan Ni, NLB and seconded by Mr Jacky Wong Kae Perng, Yale-NUS Library.

- 3.3 Caroline Pang, NTU proposed that the existing external auditor to be re-appointed and this was seconded by Balbindar Kaur Dhaliwal, Civica.

### 3.4 Formation of Investment Committee

3.4.1 The Investment Committee was formed in April 2018 with three members. The Committee is an independent committee set up to strategise the investment of funds with Finexis, Finexis is the appointed financial advisory firm to manage the investment portfolio for LAS.

3.4.2 As the appointment for the Investment Committee has reached its term, Ms Gandhimathy called for nominations for three new members to join the Investment Committee and interested candidates could contact the email addresses of the Honorary Treasurer or President.

## **4 Investment Committee presentation**

4.1 Ms Seow Hwee Leng shared that \$300,000.00 was used for investment, in consultation with Finexis, the appointed financial advisory firm. Although this is a conservative portfolio managed by Finexis, there was also volatility with dipping results in 2018 before it went up in 2019 and dipped again in 2020, when companies began shutting down and the economy performance went downhill during the COVID-19 situation. However, there was some improvement with the government providing stimulus packages to revive the economy. Hence, Ms Seow emphasised that time horizon is important for the investment to accumulate value.

4.2 Ms Seow also shared that moving forward, the investment would have a lower risk of loss as long as LAS continue with this investment and LAS would be able to reap capital gains in the long term. Ms Seow is positive that there would be near zero risk if LAS continue to maintain this investment in the long run and if the economy remains stable.

4.4 Ms Caroline Pang, NTU commended Ms Seow and her Investment Committee for the great achievement despite during a COVID-19 situation and asked on the type of investment portfolio. Mr Joseph Kennedy added on that this is not a risk-free investment but a long-term strategy with ups and downs according to the economic performance. Ms Seow clarified that this is a diversified portfolio with a conservative nature. Ms Judy Teo, SUTD agreed that LAS should continue with this investment to keep it growing.

4.5 Ms Vivien Tan asked if there were plans to spend the returns on LAS activities, Ms Gandhimathy replied that the monies were kept in the fund.

4.6 The Investment Committee presentation was proposed by Ms Caroline Pang, NTU and seconded by Yit Chin Chuan, NLB.

## **5 Membership Committee Presentation**

5.1 Committee Chair, Mr Yuan Ye shared that there were 293 LAS members in 2020, comprising of 36% of Professional Members and 33% of Lifetime Members. Mr Yuan shared that although there was a decline in 2020, membership began to pick up gradually and as of 27 March 2021, there are already 275 active members registered with LAS. Mr Yuan also shared that in 2020, Microsoft forms were used as a temporary measure due to the issues encountered in the membership renewal and application process. However, he shared that this process would be automated with system enhancement by the Web and IT Committee.

## **6 Web and IT Committee Presentation**

- 6.1 Committee Chair, Ms Bella Ratmelia shared that the revamp of LAS website has improved the webpage layout and the website is now mobile friendly too.
- 6.2 The Web and IT Committee has worked on the new membership system to introduce new features which are online payment, renewal reminder for members, online renewal of membership, updating of member's personal details, and a member-only area.
- 6.3 Ms Bella also did a brief demonstration on the testing site and new features to the members. Ms Bella shared that the feature, member only portal would be ready by second half of 2021. She also shared that those membership renewed before the AGM would have their records uploaded onto the membership portal. From April onwards, membership registration and renewal would also be done via this system instead of Microsoft form. The current active members would also be receiving a welcome email and instructions on accessing the account and updating of personal particulars.

## **7 Training and Development Committee Presentation**

- 7.1 Committee Chair, Mr Rindra Ramli thanked the committee members for their contribution despite working around with tight timeline during this pandemic situation and had to replace onsite activities with online platform.
- 7.2 Mr Rindra shared that two professional sharing sessions were held over Zoom and a virtual coffee event was also organised to reflect on Circuit Breaker. The Committee had also organised a session for post-COVID Professional Development with Skilltype. Mr Rindra shared that the Committee would also be reviewing prevailing conditions to access the suitability of conducting onsite activities where applicable.
- 7.3 Mr Rindra also shared that the recorded webinars are available under Training & Development sub-site. For those who missed the sessions, they would be able to listen in and catch up on the learning.

## **8 Professional Development Committee**

- 8.1 Committee Chair, Ms Fong Ying Yi shared that the Committee had updated the Professional Development Scheme after considering current information landscape. The key changes included allowing webinars to be considered a learning event, and allowing up to eight fiction titles to be included as part of professional reading log. These would help members to achieve Practising Professional status.
- 8.2 Ms Fong commented that the move of PD form to online version has helped with entry and collation. The current call for Practising Professional is still available until 31 March 2021.
- 8.3 Ms Fong highlighted that the Committee also prepared resources to support professional development with a Work from Home edition article to support library professionals who were continuing to work from home post Circuit Breaker.
- 8.4 The Committee also launched inaugural PD Newsbytes with free learning resources (articles, webinars, training) to continue supporting development of staff in library industry.

- 8.5 Ms Fong also shared another good news that LAS had fully assumed responsibility for maintenance of WSQ framework which was previously jointly held by NLB and LAS. This would allow LAS to update the framework where needed to help LAS better support paraprofessionals.

## **9 Programmes and Engagement Committee Presentation**

- 9.1 Committee Chair, Ms Zubaidah Mohsen shared that many activities were disrupted by the COVID-19 pandemic. Nevertheless, the Committee continued to carry out other alternatives. Ms Zubaidah cited the example of an online talk by Financial Advisor, Joseph Kennedy on creating your desired retirement, which received favorable feedback from members. The Committee had also organised a virtual escape room game before the end of 2020, for members to bond over exciting puzzles and games together. Ms Zubaidah also shared a recent visit to the garden for members to learn about growing plants and vegetables indoors. While following the safe management measures, the Committee would strive to continue with organising more interesting activities for the members.

## **10 Publications Committee Presentation**

- 10.1 Committee Chair, Ms Kong Leng Foong thanked contributors for their submission of articles. The Committee is currently kept busy with compiling the e-book and members could look out for it very soon. Ms Kong also shared the project of digitising past LAS publications which is important when accessing the historical publications. Ms Kong also shared that the Singapore Journal of Library & Information Management (SJLIM) would take a hiatus in 2021 before calling for a new team to come on board soon.

## **11 LAS Awards Panel**

- 11.1 Dr Sadie-Jane NUNIS thanked everyone in the LAS Awards team. Acknowledgment should still be given although the AGM is conducted on a virtual platform. Dr Sadie-Jane shared that as the award winners were unable to use the grant in 2020, they could use the WLIC Grant in 2021. Dr Sadie-Jane informed that the citations would be available on LAS website.
- 11.2 Dr Sadie-Jane also clarified that awards were sponsored by the Asia Pacific Business School Librarians' Group, and hence it explains the acronym APBSLG.

## **12 Sharing by Mr Choy Fatt Cheong, 2019 LAS Lifetime Contribution Award**

- 12.1 Mr Choy Fatt Cheong thanked LAS Council for this lifetime achievement award. He shared of his fond memories of librarianship and he is grateful to have a rewarding career. He hoped that members would continue to think about the purpose of libraries and librarianship, because this would continue to drive us forward and redefine our existing practices and change the boundaries we work to make us more useful and valuable. By doing so, we would also be more innovative, creative and satisfied in our work life.

### 13 Sharing by Mr Idris Rashid Khan Surattee, LAS Lifetime Contribution Award

13.1 Mr Idris Rashid Khan Surattee shared that he felt very honoured to receive the award and he had completed his career with richness of experience both intellectually and emotionally. He thanked various key persons that has played a pivotal role in his intellectual career. He also thanked Mr Choy Fatt Cheong for the regular interactions and discussions on social value of libraries and the responsibilities. Mr Idris also stressed that librarianship is not a technical profession but an intellectual profession. Lastly, he thanked LAS and the award committee again for the great honour to receive this award.

### 14 Election and Announcement of the New Council 2021/2023

14.1 The nominations received for Council 2021/2023 were presented at the AGM. Since there was no nomination received for Assistant Honorary Secretary, the Council would contemplate and update members on the position again.

14.2 The Council to co-opt the Assistant Honorary Secretary after the AGM was proposed by Kamaludeen Mohamed Rafi, NTU and seconded by Judy Teo, SUTD.

14.3 Dr Sadie-Jane NUNIS thanked everyone for participating at the LAS events from 2019 to 2021, and it is heartening to see an upward trend in the participation despite the pandemic situation. Dr Sadie-Jane felt grateful for the fruitful stint as a Vice President in 2019 and extended her appreciation to the outgoing council members for the passion and wholehearted commitment.

14.4 Dr Sadie-Jane welcomed and thanked the members in the new Council and she looked forward to working with this brave group of volunteers in the new Council. Dr Sadie-Jane shared that she would still continue to chair the LAS Awards Panel. She also informed all members to look out for more details on 6 October 2021.

14.5 As there were only single nominees for all the other posts, the nominees were accepted as the new council members for the new term of office.

POST	Nominee	Organization	Nominated by	Seconded by
<b>President</b>	Sadie-Jane Nunis	SIM	Zubaidah Mohsen	Samantha Ang
<b>Vice President</b>	Soh Lin Li	NLB	Gene Tan Hwee Yong	Gee Miaw Miin
<b>Hon Secretary</b>	Lim Puay Ling	NLB	Tan Chui Peng	Gee Miaw Miin
<b>Hon Treasurer</b>	Ng Hui Ling	NLB	Gee Miaw Miin	Haliza Jailani
<b>Council member 1</b>	Shameem Nilofar Maideen	SMU	Bethany Wilkes	Rajendra Munoo
<b>Council member 2</b>	Kong Leng Foong	NLB	Phoebe Lim	Samantha Ang
<b>Council member 3</b>	Noverinda Bella Ratmelia	NTU	Kong Leng Foong	Sadie-Jane Nunis
<b>Council member 4</b>	Rindra Mokhtar bin Ramli	NUS	Samantha Ang	Kong Leng Foong

14.6 The new council was proposed by Goh Su Nee, NTU and seconded by Chow Wun Han, NLB.

### 15 AOB

15.1 There being no other matters, emcee Ms Debra L'Angellier closed the virtual AGM.

15.2 The meeting ended at 11.10 am.

Recorded by:



Ms Joanne Koh  
Honorary Secretary

Vetted by:



Ms Tan Chui Peng  
President