

MINUTES OF THE LAS ANNUAL GENERAL MEETING (AGM) 2022 HELD ON 21 MAY 2022 AT 11.15 AM VIA ZOOM

Attendance

1	Bella Ratmelia	21	Puspa Yeow
2	Caroline Pang	22	Rajen Munoo
3	Damien Wang	23	Rebecca Maniates
4	Gee Miaw Miin	24	Rindra Ramli
5	Gene Tan	25	Sadie-Jane Nunis
6	Goh Yu Mei	26	Salihin Mohammad Ali
7	Gulcin Cribb	27	Samantha Ang
8	Ho Yen Wah	28	Scott Davidson
9	Jamila Osman	29	Shameem Nilofar Maideen
10	Jenny Wong	30	Shrianjani Marie De Alwis
11	Joseph Kennedy	31	Simon Coates
12	Judy Teo	32	Soh Lin Li
13	Khoo Ai Ling	33	Sun Shengbo
14	Koh Chee Boon	34	Tse Ming Wai
15	Kong Leng Foong	35	Viki Chua
16	Lim Puay Ling	36	Vivien Tan
17	Lo Wan Ni	37	Wong Oi May
18	Malarvele Ilangovan	38	Yeo Pin Pin
19	Ng Hui Ling	39	Yit Chin Chuan
20	Ong Hong Kiat		

1 Opening

1.1 Emcee Ms. Malarvele Ilangovan opened the virtual AGM at 11.15 am.

2 President's Address

2.1 Dr Sadie-Jane Nunis welcomed all Members to the AGM and thanked them for making time to attend the AGM. She highlighted the challenges of getting members on board and appealed to the University Heads to encourage their staff to join the Association as well as to join in the Committees. She also shared the key achievements of the LAS in 2021 and the collaboration with LIANZA and ALIA planned for this year.

2.2 Dr Nunis also announced that eligible members who turned up for the AGM would receive a \$20 Grab vouchers as a token of appreciation for their support in these challenging times.

3 Minutes of last AGM held on 21 March 2021

3.1 The minutes of last AGM held on 21 March 2021 was proposed by Mr. Yit Chin Chuan, NLB and seconded by Ms. Gee Miaw Miin, NLB.

4 Treasurer's Report

4.1 Audited Financial Statement

- 4.1.1 Honorary Treasurer Ms. Ng Hui Ling presented on the audited financial statement. She explained that revenue went down by 20% due to cuts in interest from fixed deposits at the point of roll-over. She added that the Association would also be looking at depositing with other banks if the rates are more competitive.
- 4.1.2 With regards to expenses, Ms. Ng shared that the expenses in 2021 went up due to the increase in IT-related expenditure such as Zoom subscriptions which were necessary to organise virtual events. Money was also spent to update on the membership portal to make the sign-up and renewal process easier for members. There was also a one-time expense made for the LAS anniversary publication.

5 Announcement

- 5.1 At this juncture, Dr Nunis announced that after 30 minutes of running through the minutes and statement of accounts and waiting for more members to join, the quorum to convene was still not met. In accordance with the LAS Constitution, the meeting unfortunately could not continue. She also shared that more than the quorum number had registered but many of them did not turn up. Further details on the meeting date and time and ZOOM link would be sent out by Honorary Secretary.
- 5.2 Mr. Gene Tan asked whether there would be a possibility to have a in-person session now that the meeting has been postponed. Dr Nunis replied that as the meeting had to convene in a week's time, there would not be enough time to plan and conduct a in-person session.
- 5.3 Ms. Caroline Pang asked if proxy votes could be accepted even though they did not attend the AGM. Dr Nunis agreed that proxy votes would be accepted, and this would be allowed in the postponed AGM. Ms. Khoo Ai Ling cited the LAS Constitution that a quorum was needed to hold the AGM, but when it had been postponed, no quorum would be needed at that meeting.
- 5.4 There being no further question, Dr Nunis thanked all members for making time to attend the AGM and looked forward to seeing them next week at the adjourned session.

Recorded by:



Ms. Lim Puay Ling
Honorary Secretary

Vetted by:



Dr Sadie-Jane Nunis
President

MINUTES OF THE ADJOURNED* LAS ANNUAL GENERAL MEETING (AGM) 2022 HELD ON 28 MAY 2022 AT 11.00 AM VIA ZOOM

Attendance

1	Alex Foo	25	Jaslin Koh	49	Priscilla Lee
2	Ang Seow Leng	26	Jenny Wong	50	Puspa Yeow
3	Averil Tan	27	Jessie Yak	51	Quan Weiyu
4	Bella Ratmelia	28	Joseph Kennedy	52	Ratnala Sukanya Naidu
5	Benita Lim	29	Judy Teo	53	Rindra Ramli
6	Caroline Pang	30	Kamaludeen Rafi	54	Romadhona Anggraeni
7	Cher Sen Keuk	31	Khoo Ai Ling	55	Sadie-Jane Nunis
8	Chow Wun Han	32	Koh Chee Boon	56	Samantha Ang
9	Chu Wan Xin	33	Kong Leng Foong	57	Samantha Seah
10	Damien Wang	34	Lee Cheng Ean	58	Sara Pek
11	Debra L'Angellier	35	Law Loo Shien	59	Scott Davidson
12	Devika Sangaram	36	Liana Gurung	60	Shameem Nilofar Maideen
13	Edward Lim	37	Lim Lee Ping	61	Simon Coates
14	Ee Kim Lock	38	Lim Puay Ling	62	Soh Lin Li
15	Gandhimathy Durairaj	39	Lim Sieu Pin	63	Sun Shengbo
16	Gee Miaw Miin	40	Lisa Goh	64	Tse Ming Wai
17	Gene Tan	41	Lo Wan Ni	65	V Somasundram
18	Goh Su Nee	42	Malarvele Ilangovan	66	Viki Chua
19	Goh Yu Mei	43	Manimekalai Thirumalai	67	Vincent Wong
20	Ho Yen Wah	44	Michelle Lau	68	Vivien Tan

21	Jacky Wong	45	Nadia Ramli	69	Wan Ho Wah
22	Jacqueline Lee	46	Ng Hui Ling	70	Wong Oi May
23	James Wong	47	Ng Peck Suan	71	Yeo Pin Pin
24	Jamila Osman	48	Ong Hong Kiat	72	Yit Chin Chuan

1 President's Opening Address

- 1.1 Dr Sadie-Jane Nunis welcomed all LAS members to the adjourned 2022 Annual General Meeting and announced that quorum was met.
- 1.2 She highlighted the challenge of getting members to fill up the positions at the Council and Committees and appealed to the University Heads to encourage their staff to come on board the Council and the Committees.
- 1.3 Dr Nunis highlighted the key achievements by the Council in 2021. The LAS-PPM conference was a major event last year with a total of 453 participants from across the globe. For this year, members could keep a look out on the upcoming collaboration with ALIA for joint events.
- 1.4 Dr Nunis also announced that eligible members who turned up for the AGM would receive a S\$20 Grab vouchers as a token of appreciation for their support in these challenging times. Due to the short bandwidth, an online AGM was more feasible this year, but she expressed hope that it would be a physical AGM next year.

2 Annual Report and Minutes of Last AGM held on 28 March 2021

- 2.1 The 2021 annual report, minutes of last AGM and the financial statement has been disseminated to Members over email on 12 April 2022.
- 2.2 The minutes of last AGM on 28 March 2021 was read before the meeting was adjourned last week. It was proposed by Mr. Yit Chin Chuan, NLB and seconded by Ms. Gee Miaw Miin, NLB.
- 2.3 Members were informed that there was one amendment on an addition of a member's name which was missed out in the minutes previously. (Afternote: The omission has been rectified on page one of the minutes and the updated copy uploaded onto the LAS website).

3 Treasurer's Report

3.1 Audited Financial Statement

- 3.1.1 Honorary Treasurer Ms. Ng Hui Ling presented on the audited financial

statement. She explained that revenue went down by 20% due to cuts in interest from fixed deposits at the point of roll-over. She added that the Association would also be looking at depositing with other banks if the rates are more competitive.

- 3.1.2 With regards to expenses, Ms. Ng shared that the expenses in 2021 went up due to the increase in IT-related expenditure such as Zoom subscriptions which were necessary to organise virtual events. Money was also spent to update on the membership portal to make the sign-up and renewal process easier for members. There was also a one-time expense made for the LAS anniversary publication.
- 3.1.3 Ms. Ng also shared that there was a fall in net assets of 3.1% was due to dwindling revenue and increased expenditure.
- 3.1.4 The investment portfolio was outsourced to Finexis Advisory represented by Mr. Joe Kennedy. The 2021 returns had been affected due to the downturn in money markets owing to the rising inflation, which was annualized to 1.19% in December 2021. Mr. Kennedy would be presenting on the investment portfolio at the end of the AGM.
- 3.2 The financial statements were proposed for approval by Mr. Yit Chin Chuan, NLB and seconded by Mr. Kamaludeen Rafi, NTU.
- 3.2 Ms. Caroline Pang, NTU proposed that the existing auditor HLB Atrede to be re-appointed for 2022 fiscal year and this was seconded by Mr. Vincent Wong, NTU.

4 Membership Committee Presentation

- 4.1 Committee Chair (Covering) Ms. Soh Lin Li shared that there were 299 LAS members in 2021 (2% increase) as compared to 2020. There were eight more professional members (11% increase) who joined as compared to 2020 and more Institutional Members (an increase of 10%). However, the percentage of Associate members had dropped by 23% to 34.
- 4.2 Ms. Soh added that together with the Web and IT Committee, the Association had successfully migrated members' data to the new LAS Membership Portal. With the new membership portal, renewal and registration process has been eased and administration work reduced. She encouraged members to step up to volunteer in the membership committee.

5 Web and IT Committee Presentation

- 5.1 Committee Chair Ms. Bella Ratmelia shared that the Committee had worked with the membership committee to transit to the new Membership Portal. The Membership Committee now would not have to manually send mass email reminders to renew their membership and members can update their details themselves. All invoices and receipts were now automated.

5.2 Ms. Bella shared that only the Membership and IT Chair had full access to the portal, and the portal did not save the credit card details of members.

5.3 LAS Jobs Board

Ms. Bella shared that forty-five library or library-related job advertisements were put up between the period of March 2021 to February 2022. This was an approximately 70% increase from the previous period.

6 Training and Development Committee

6.1 Committee Chair Mr. Rindra Ramli highlighted two major events held last year. The first was the LAS-NLB Professional Sharing Session held virtually on ZOOM on 30 April 2021 and a total of 145 information professionals attended the virtual event. The 2022 session is in the works, and he added that the Committee would be working closely with NLB for an on-site session in September.

6.2 The LAS-PPM Joint Conference was also held online on Zoom on 6 October 2021 with a total of 453 participants from across the globe attended the session.

7 Programmes and Engagement Committee

7.1 Committee Chair Ms. Shameem Nilofar Maideen shared on four talks organized between the period of August 2021 to February 2022, ranging from mental health, transformational leadership, understanding dyslexia and copyright law. All the talks have received exceptionally good participation rate.

7.2 For the coming year, the committee would be focusing on ways to reconnect and re-engage the community physically through visits such as the upcoming visit to NTU and to ISEAS library.

8 Publications Committee

8.1 Committee Chair Ms. Kong Leng Foong shared that 17 articles in the LAS bulletin were published last year and welcomed members to submit articles to the bulletin on happenings in their libraries.

8.2 Ms. Kong also shared that the SJLIM has a new editorial board. A call for papers had also been made on the 2022 theme “The Post-Pandemic Library era”. She added that the submissions deadline is now over, and members can look forward to the new issue near the end of the year.

9 LAS 2021 Awards

9.1 Awards Panel Chair Dr Sadie-Jane Nunis announced the winners for the three awards, and they were: Ms. Samantha Seah, NTU for the LAS Outstanding Newcomer Award, Ms. Rebecca Maniates for the LAS Passion award and Ms. Tay Ai Cheng for 2021 LAS Lifetime Contribution Award. She added that apart from the three categories mentioned, there were no nomination for the rest of the categories.

9.2 Dr Nunis read out the acknowledgement speech by Ms. Tay Ai Cheng who could not attend the AGM.

10 Proposal - Merger of the Passion and Professional Award

10.1 Dr Nunis shared that the Awards Panel had proposed the merger of the Passion and Professional awards into one merged award as the Panel members observed that the criteria and requirements for the two awards were similar and overlapped one another. The new merged award would be named Passion Award with an award amount of \$1000. The proposed award would be effected from the 2022 nomination.

10.2 Ms. Lee Cheng Ean opposed the proposal and felt that the Professional award emphasized on contribution to the profession over several years, whereas the Passion award looked for someone who would be new to the profession. She opined that the Professional award required more justification than passion award.

10.3 After hearing members' feedback, Dr Nunis made a new proposal which was to leave the awards as is for the year 2022. However, she suggested that if nomination for the award is still not forthcoming, the proposal would be revisited at the next AGM with the revised criteria presented. With that, the suggestion was seconded by Ms. Lee Cheng Ean.

11 AOB

11.1 Investment Portfolio review and update since 2021

11.1.1 Mr. Joseph Kennedy of Finexis (the LAS appointed financial advisory firm) presented on the LAS investment portfolio update. He shared that since inception in 2017, the portfolio is a conservative one comprising 80% bonds and 20% equities. He highlighted that due to the environment of rising interest rates, the value of the bonds would be impacted. Mr. Kennedy also shared that previously, the Investment committee in LAS had asked to be kept up to date on return on investment for the past 1m, 3m, 6m and YTD. Also, he updated that he had reduced the advisory fee from 1% to 0.75% on the basis that LAS has reached 65 years.

11.1.2 Ms. Caroline Pang asked on the global trends and opined that it would be useful to know what the funds were benchmarked against. She suggested that the information could be added in future presentation. She also queried on the investment and profit-taking strategy and suggested that more clarity could be given in times of uncertainty and volatility.

11.1.3 Mr. Yit Chin Chuan opined that the LAS rules did not have the mechanism for the team to react quickly to market moves and switching funds according to market movement was contrary to the Association's statutes and its conservative portfolio strategy. However, he agreed that we could have a mechanism to check if we are on track, and as to when a decision could be made to take a profit. He suggested to

reinstate the Investment Committee and to empower the Committee to make certain decisions on behalf of the Association.

12 Closing remarks

12.1 Dr Sadie-Jane Nunis thanked everyone for attending the meeting, the Council and the Committees, and the emcees Ms. Malarvele Ilangovan and Mr. Vincent Wong for their support and assistance. She echoed her earlier appeal for members to step up and volunteer with the Council and the Committees including the Investment Committee.

12.2 There being no other matters, emcee Mr. Vincent Wong closed the meeting at 12.20 pm.

Recorded by:



Ms. Lim Puay Ling
Honorary Secretary

Vetted by:



Dr Sadie-Jane Nunis
President

**Note: The AGM originally scheduled on 21 May 2022 was adjourned to 28 May 2022 due to lack of quorum. Minutes of the meeting held on 21 May 2022 had been recorded separately.*

Annex

Proxy nomination received

	Member	Represented by
1	Alicia Yeo	Soh Lin Li
2	Azhagiya Pandiyan	Soh Lin Li
3	Gulcin Cribb	Yeo Pin Pin
4	Joan Wee	Jenny Wong
5	Nurashikin Bte Muhd Jasni	Caroline Pang
6	Padmaja Muralidharan	Caroline Pang
7	Rajen Munoo	Bella Ratmelia
8	Raneetha Rajaratnam	Soh Lin Li
9	Yuyun Wirawati	Caroline Pang