



Date: 25 August 2020

Notice of Annual General Meeting

Notice is hereby given that the upcoming 2020 Annual General Meeting of Triathlon Association of Singapore will be held by way of electronic means. Details as follow:

- Date: 25 September 2020 (Friday)
- Time: 7.00 pm
- Venue: Zoom Meeting Room

The 2020 Annual General Meeting will transact the following business:

1. Welcome Address
2. To approve and confirm the minutes of the 2019 Annual General Meeting.
3. To approve and confirm the Annual Report for the year ending 31 March 2020.
4. To approve and confirm the Audited Financial Statements for the year ending 31 March 2020
5. To elect the Executive and Management Committee for the next term (2020 to 2022)
6. To appoint the external Auditor for the ensuing Year - 1st April 2020 to 31 March 2021.
7. Any Other Business

Important Notes:

- Who can attend AGM via Zoom? Each affiliate member may assigned 1 representative to attend the AGM. The assigned representative can only observe and listen to the proceedings.
- Who can nominate a candidate for election to the TAS Management Committee? Any paid up individual member or affiliate member's representative (the proposer), can nominate a candidate. The nomination form must be signed by the proposer and a seconder, who must also be a paid up individual member.
- Who can be a candidate for election to the TAS Management Committee? Any paid up individual member who is above the age of 18 years old can be a candidate.
- Who can table a resolution for AGM? Any affiliate member can table a resolution for AGM.
- Who can vote for nominees of the AGM election and resolution to be pass during AGM? Only ordinary member have voting rights.
- Please refer to Annex A for time line, important dates, submission dates and instructions regarding AGM 2020.

By Order of the TAS Management Committee

Annex A

Time Line Process of TAS Annual General Meeting (AGM) by Electronic Means:

Date	Instructions
25 August 2020	TAS to send out to affiliates and publish on website: <ul style="list-style-type: none">- Notice of 2020 AGM by electronic means- Minutes of 2019 AGM- Nomination Form for 2020 AGM Election- Form A (Candidate's profile and Declaration)- Attendance / Resolution Form
14 September 2020	Deadline for submission of: <ul style="list-style-type: none">- Nomination Form for 2020 AGM Election- Form A (Nominee's profile and Declaration)- Attendance / Resolution Form <p>Via email to eugene.ong@triathlonsingapore.org by 5pm</p>
15 September 2020	TAS to send out to affiliates: <ul style="list-style-type: none">- Annual Report for the year ending 31 March 2020- Audited Financial Statements for the year ending 31 March 2020- Name List and profile of all nominees for election- Tabled resolutions that require voting- Proxy Form for voting
20 September 2020	Deadline for submission of: <ul style="list-style-type: none">- Any questions related to Annual report and Audited Financial Statements- Any concerns with the nominees for election <p>Via email to eugene.ong@triathlonsingapore.org by 5pm</p>
23 September 2020	Deadline for affiliates to submit Proxy Form for voting to the chairman of the AGM via email to eugene.ong@triathlonsingapore.org by 5pm
	TAS to send out login information for all members who had RSVP their attendance for the AGM.
25 September 2020	AGM by electronic means will commence from 7pm
	Affiliate representatives to login to AGM virtual meeting room via Zoom, from 630pm for pre-registration, with details provided.