



CITIPOINT CREDIT CO-OPERATIVE LTD

218 Pasir Panjang Road #02-03 ICON@Pasir Panjang Singapore 118579

Tel: 6278 6504 Fax: 6272 8192

E-mail: citiport1@citiport.org.sg Website: www.citiport.org.sg

UEN: S25CS0003C

NOTICE OF 98th ANNUAL GENERAL MEETING & AGENDA

25th May 2023

TO ALL MEMBERS OF THE CITIPOINT CREDIT CO-OPERATIVE LIMITED

NOTICE IS HEREBY GIVEN on 25th May 2023 that the 98th Annual General Meeting of the CITIPOINT CREDIT CO-OPERATIVE LIMITED will be held by way of electronic means, which is by virtual AGM on Saturday 10th June 2023 at 11:45 a.m. online via ZOOM to transact the following business:

AGENDA

1. Chairman's Address.
2. To confirm the minutes of the 97th Annual General Meeting held on 20th August 2022. (Appendix B of Annual Report).
3. To receive and adopt the Report of the Board of Directors for the year 2022.
4. To receive and adopt the Auditor's Report and Audited Financial Statement for the year ended 31st December 2022.
5. To approve the recommended Appropriation of Profit for the year 2022. (Appendix C).
6. To approve Estimates of Expenditure for the year 2024. (Appendix D).
7. To approve the transfer of \$11,997.86 of Unclaimed Balances for more than 7 years to the Common Good Fund. (Appendix E).
8. To approve the utilization of not more than \$50,000 per year from the Anniversary Celebration Fund for year 2023 and subsequent years for the Anniversary Celebration Tour.
9. To approve a total of \$14,400 as allowances for Hon. Secretary / Hon. Treasurer / Hon. Asst. Secretary and Hon. Asst. Treasurer for the year 2023.
10. To appoint A2 Practice, Chartered Accountants or any other External Auditors approved by the Registry of Co-operative Societies to be Citiport Credit Co-operative Limited's External Auditors for the year 2023.



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11. To appoint Chartswood Associates or any other Internal Auditors approved by the Registry of Co-operative Societies to be Citiport Credit Co-operative Limited's Internal Auditors for the year 2023.
12. To authorize the Board to seek Registrar's approval for a Restricted Investment (RI) limit of 20% for 3 years to 2026.
13. To elect 3 members to serve on the Board of Directors.
14. To consider any other business pertaining to the **98th Annual Report and Statement of Accounts**, of which at least four days' notice is given in writing to the Hon. Secretary by 6:00 p.m. on 5 June 2023.

Members who wish to participate in the AGM are required to pre-register at:
<https://forms.gle/WiHU4PYiU8mQuHfE9>

Registration of attendance to attend virtual AGM will commence online from **25th May 2023 from 10:00 a.m.** and will close on **5th June 2023 @ 6:00 p.m.** Members must provide their email address so that we can email our confirmation of their registration.

By Order of the Board of Directors

Pasupathy M Suppiah
Hon. Secretary

Personal Data Privacy

By submitting an instrument appointing the chairman of the meeting as proxy to attend, speak and vote at the Annual General Meeting and/or any adjournment thereof, a member or delegate is deemed to have consented to the collection, use and disclosure of the member's or delegate's personal data by the Co-op (or its agents or service providers) for the purposes of:

- (a) processing and administration of the member or delegate's appointment of the chairman of the meeting as proxy for the Annual General Meeting (including any adjournment thereof);
- (b) preparation and compilation of the attendance lists, minutes and other documents relating to the Annual General Meeting (including any adjournment thereof); and
- (c) compliance by the Co-op (or its agents or service providers) with any applicable laws, regulations, guidelines and/or the Co-op's by-laws.



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25th May 2023

Dear Citiport Members,

**CITIPOINT CREDIT CO-OPERATIVE LTD
98th ANNUAL GENERAL MEETING BY ELECTRONIC MEANS**

1. We wish to inform that the 98th Annual General Meeting (AGM) of Citiport Credit Co-operative Ltd will be convened and held by way of electronic means, i.e., **virtual AGM on Saturday, 10th June 2023 at 11:45 am via Zoom.**
2. Please find enclosed herewith:
 - i. the Notice of the 98th AGM
 - ii. Proxy Form
 - iii. self-addressed envelope
3. Adhering to the guidelines issued by the Registry of Co-operative Societies on Alternative Arrangements for the Conduct of Meetings for Co-operative Societies, a member is deemed to be present at a meeting if the member has appointed the Chairman of the meeting as the member's proxy to attend, speak and vote at the meeting. If you wish to appoint the Chairman of the AGM as your proxy to attend, speak and vote at the AGM, you are kindly required to complete the Proxy Form (enclosed) and submit to us 'by hand' or 'post' in the self-addressed envelope provided, **by 6:00 p.m. on Thursday, 8th June 2023.**
4. The Annual Report of Citiport Credit Co-operative Ltd will be uploaded on our website: www.citiport.org.sg on Thursday, 25th May 2023.
5. **Members who wish to participate in the AGM are required to pre-register at:** <https://forms.gle/WiHU4PYiU8mQuHfE9> to create an account from 10:00 a.m. on Thursday, 25th May 2023. Registration closes on Monday, 5th June 2023 at 6:00 p.m. Once you have registered, the instructions and password to attend the "live" AGM on 10th June 2023 at 11:45 a.m. via ZOOM will be provided.
6. In accordance to the Covid-19 (Temporary Measures) Act 2020, Alternative Arrangements for Meetings of Co-operative Societies (Second Schedule), members may only attend a meeting by observing and listening to the proceedings of the meeting by electronic means, if access to both an audio broadcast and audio-visual broadcast is provided to the member.



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7. Additionally, members should submit any substantial and relevant matters or questions they have on the meeting Agendas by sending their questions by post or email to the Board of Directors to address them accordingly by 6:00 p.m. on 5th June 2023. Only questions pertaining to the 2022 Annual Report and Audited Financial Statements will be entertained.

8. As this AGM is conducted by way of electronic means, the AGM Allowance of \$10 will be given to all Members who **submit the duly completed** Proxy Form by 6:00 p.m. on 8th June 2023. The allowance will be credited to member's Citiport account within 3 to 4 weeks. Members are to provide sufficient time for mail delivery via Singpost. Proxy Form received after 6:00 p.m. on 8th June 2023 will not be included towards vote counting and will not be eligible for the AGM allowance.

9. If you need any assistance, please contact our staff at 6278 6504 or email to citiport1@citiport.org.sg

Yours sincerely,

Pasupathy M Suppiah
Hon. Secretary