



# TARCIAN ALUMNI ASSOCIATION

*Solidarity in the service of our community*



Our Ref : TAA/TKC/AGM006/001

Date : 30<sup>th</sup> April 2018

Dear Alumni,

## **Notice of 6<sup>th</sup> AGM to be held on 19<sup>th</sup> May 2018 (10.00a.m.)**

Pursuant to the Rule 7.5 of the Rules & Constitution, notice is hereby given that the AGM (Annual General Meeting) of TARCian Alumni Association will be held as follows:

Date : 19<sup>th</sup> May 2018  
Time : 10.00am  
Venue : Horizon 5 @ Level R, eCity Hotel, OneCity

### **Agenda**

1. President Message
2. To receive and adopt the following:-
  - (i) Minutes of the 5<sup>th</sup> AGM held on 6<sup>th</sup> May 2017
  - (ii) Hon. Secretary General's Report for the year 2017
  - (iii) Hon. Treasurer's Report and Audited Account 31/12/2017
3. To nominate and elect members of Executive Council for the next term (2018/2020)  
Note: The existing office bearer include members present to elect among themselves for the conduct of the meeting, where;
  - (i) A chairman, who will chair the election process
  - (ii) A secretary and / or assistant secretary, who will take minutes of the meeting
  - (iii) A scrutineer or two (2) scrutineers, who will scrutinize the process of the election
4. To review Rules & Constitution
5. To consider any proposal programs
6. To transact any other business
7. Adjournment

### Note:

The meeting shall convene only if members present constitute a quorum (i.e. at least twenty (20) voting members for it's proceeding to be valid). If the above quorum is not obtained half an hour after the time fixed for next meeting, the general meeting shall stand adjourned to the same day, the next week at the same place and time.

Thank you and looking forward to seeing you at the meeting.

Yours sincerely,

Dato' Yap Kuak Fong  
President

**TARCIAN ALUMNI ASSOCIATION**  
**拉曼大学学院校友总会 (0351-12-WKL)**

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