



Friends of the Museums (Singapore)
Minutes of the
Annual General Meeting

Wednesday, 8 December 2010
Ixora Room, The Peranakan Museum
39 Armenian Street, Singapore 179941

The Friends of the Museums (Singapore)—FOM—President Carla Forbes-Kelly called the Annual General Meeting (AGM) to order at 10:00am so that voting for the 2011 Council Members could begin.

At the conclusion of voting the President welcomed all present to the FOM Annual General Meeting. The President stated that the meeting was open to FOM members only.

The meeting proceeded to Item 1 on the Agenda, the President's Report, which was included in the absentee ballot mailing prior to the AGM. The President highlighted some of the most significant achievements by FOM of the past year.

- FOM had many opportunities to deepen its commitment to support the museum community in Singapore this year. The English speaking docent community increased by 134, while the Japanese speakers added 25 new docents. Docents across the spectrum had opportunities to guide a diverse range of exhibitions. The 2nd round of the FOM-NHB Heritage Grant was awarded to five museum staff to learn and observe in overseas secondments.
- Service to our members is the second pillar of our mission and this year provided numerous opportunities for FOM members and the wider community to learn about Singapore. Super Saturdays were added to widen the offer to weekend activities.
- Communications to our members and the general public continued to be strong with *PASSAGE*, FOM Flash, FOM website and the production of new brochures to entice new members.
- FOM's many successes and achievements came about entirely through the efforts of 400 volunteers from the organization who use their time and energy. Over 400 people volunteer their time and energy out of a passion to share their knowledge and a desire to serve their community.
- The President recalled the FOM mission to "Make FOM indispensable to the museums we serve and the members who join us."

Next the President introduced the FOM Honorary Treasurer, Carmen Frings, to present the Treasurer's Report and the audited accounts.

The Treasurer noted that, most importantly, FOM received a clean Audit Report from Plan Assure PAC. The Audit Report is uploaded on FOM website for those who are interested in more details, and members are encouraged to contact the Treasurer should there be any further questions.

The Treasurer then took the opportunity to recognise and thank her Team: Arthur Kok, who left in July, Lynda Briggs, who provided back-up office support, will be leaving Singapore;

Paolo Fanchetti, who replaced Arthur Kok and Vivian Walter, FOM's office manager; and Ron Stride, who provided mentoring and guidance.

The Treasurer reported that FOM has a sizeable surplus for 2010, S\$39,000, well above the target budget for the financial year. This is due to good results from FOM program income, as well as less spending on the expenses side. The magnitude of the surplus raises several issues, which the Treasurer wishes to address.

- Is it legal for a non-profit organisation to make profit and are there any limits? After consulting with our auditors, the Treasurer is pleased to report that it is legal to have a surplus as long as the majority of the income is from members. Since all FOM activities are for members only, there is no problem. The only exceptions might be the occasional non-member guest fees, interest and advertisement income, but the revenue from these sources is relatively small.
- Why do we need a surplus? The Treasurer points out that the surplus provides FOM with a financial cushion like any other company which might be vital for the long-term health of the organization in uncertain economic times such as now.
- What should be done with the surplus and what about the reserves? Current plans for next year's budget include necessary investments, like new software programs for members' database, volunteer appreciation and the continuance of the reserve fund acting as a buffer for any eventuality. Some money will be set aside for PASSAGE magazine even while the new Advertising Manager continues to bring in advertising income. The reserves are required by the FOM Constitution to be 50% of operating expenses and the Auditor verified that FOM met this requirement. As the organisation grows each year, so will its reserves.

The Treasurer next gave a brief overview of FOM's financials for 2010, outlining major revenue sources against major expenses.

Revenues:

Docents training/Museum activities	78K
Membership Fees	62K
FOM Programs	372K
Other income (like advertisement, bank interest, donation)	21K

Expenditures:

Docents training	30K
FOM Programs	351K
Other expenses	113K

"Other Expenses" includes office expenses, magazine expenses, audit fees, etc. as well as a S\$10,000 donation to the National Heritage Board to continue the established FOM-NHB Heritage Grant to fund international training for museum education and programmes officers.

The major reason for the surplus is that membership income continues to grow, and the foundation for FOM growth is the members. Goals for next year include sustaining membership levels. Next the Treasurer detailed some of the achievements and developments of the past year, and future plans.

- Two new PCs and printer were purchased to keep up with necessary IT standards
- The position of Office Manager had some consistency with Vivian Walter who joined in August 2009
- FOM is accepting credit card payment as of December through Visa/Mastercard
- A new membership database is being planned for next year
- The ability to register online is another initiative being investigated

The Treasurer concluded her report by noting that FOM's solid financial foundation will allow FOM to fund new programs and initiatives, provide the resources to support the museums financially as well as provide sufficient reserves for a "rainy day" in order to support FOM's strong volunteer culture.

Carmen thanked the FOM membership for their support during her last two years as Treasurer.

Upon concluding her report, the Treasurer asked if there were any questions, but there were none.

The meeting proceeded to the formal presentation and vote on the resolutions. Members were informed that 277 valid absentee ballots had been received and would be added to the show of voting cards to determine the final count and the result would be announced at the end of the meeting. The floor was opened for questions concerning the voting process. No questions were received.

1. Sian Appleyard moved that the minutes for the 6th AGM held on 9th December 2009 be approved. Garima Lalwani seconded the motion.

The President opened the floor for any questions regarding the resolution. There were no questions. The membership was asked to vote to approve the resolution and counts were taken.

2. Josephine Barry moved the adoption of the resolution to approve the Audited Accounts for the financial year ended 30 September 2010. Aditi Krishnankumar seconded the motion.

The President opened the floor for any questions regarding the resolution. There were no questions. The membership was asked to vote to approve the resolution and counts were taken.

3. Stefanie Mueller Green moved the adoption of the resolution to approve the appointment of PlanAssure PAC as auditors for the year ending 30 September 2011. Josephine Barry seconded the resolution.

The President opened the floor for any questions regarding the resolution. There were no questions. The membership was asked to vote to approve the resolution and counts were taken.

While the floor votes were being tallied, the President proceeded with the awarding of the Salome de Decker Volunteer Award, which recognises the volunteer who has made a significant contribution to FOM in a quiet way. The President gave a brief history of the establishment of the award, in honour of Salome de Decker, and of the Singaporean artist responsible for creating the award statues, Victor Tan. The award was given to Vatsala Mohandas. As the recipients could not be present at the General Meeting, the award was given to them at an earlier event, and the President showed photos of this earlier award ceremony.

The results of the floor vote having been tallied, the President introduced Calista Herbert, Lead Teller, to read the results.

The Secretary first reads the results for the resolutions presented.

1. The Motion to approve the minutes of the 6th Annual General Meeting of the Friends of the Museums, held 9th December 2009 was approved by a majority vote of 96%.

2. The Motion to approve the Audited Accounts of the Friends of the Museums (Singapore) for the Financial Year ended 30 September 2010 was approved by a majority vote of 96%. Having received a majority vote, the motion passed.
3. The Motion to appoint PlanAssure PLC as auditors for the Friends of the Museum financial year ending 30 September 2011 was approved by a majority vote of 96%. Having received a majority vote, the motion passed.

Next Calista Herbert announced the election results for the FOM Council Members.

4. The following 2011 Friends of the Museums Council members were ELECTED by the membership:

President	Carmen Frings	Elected by a majority vote
Vice-President	LeeAnn Deemer	Elected by a majority vote
Honorary Treasurer	Ronald Stride	Elected by a majority vote
Honorary Secretary	Anne Perng	Elected by a majority vote
Council Representative	Lynn Biondi	Elected by a majority vote
Council Representative	Inge Hartgerink	Elected by a majority vote
Council Representative	Abha Kaul	Elected by a majority vote
Council Representative	Ann Marie Regal	Elected by a majority vote
Council Representative	Patricia Welch	Elected by a majority vote

The President asked if there were any further questions on the business of the day. No questions were received. The President congratulated the newly elected members of the 2011 FOM Council, and invited them on stage. The President thanked the outgoing members of the 2010 FOM Council, as well as Anne Perng and Calista Herbert and their team of ballot counters who organised the day's General Meeting.

The President adjourned the meeting at 11:10am.

Minutes recorded by Anne Perng.



Minutes approved by _____ President FOM(S) 15 December 2010