



**Friends
of the Museums**
Singapore

Friends of the Museums (Singapore)

Minutes of the 18th Annual General Meeting

Wednesday 8 December 2021 | Convened via virtual format on Zoom

The Friends of the Museums (Singapore) President Garima Lalwani presided over the Annual General Meeting (AGM) and called the meeting to order at 10.00am, and introduced the 2020/21 elected Council members – Susan Fong, Yasmin Javeri Krishan, Kwan Min Yee, Laura Socha, Gisella Harrold, Chrisitne Zeng, Kim Arnold and Michelle Foo.

Since there was no quorum, the meeting proceeded after half an hour at 10.33am. The President advised that the AGM is only for members of the Friends of the Museums (Singapore), hereinafter referred to as FOM.

The President reiterated that due to the Covid-19 pandemic and the existing social distancing rules, voting was conducted exclusively via mail-in ballot this year. The results of the mail-in ballot would be announced at the end of the meeting.

Item 1. Vote to approve the minutes of 17th Annual General Meeting held on 2 December 2020

The President asked for the above resolution to be approved. The Secretary, Kwan Min Yee, informed the meeting that:

- Clara Chan moved for the adoption of the following resolution to approve the Minutes of the 17th Annual General Meeting of the Friends of the Museums (Singapore) held on 2 December 2020.
- Hilary White seconded the resolution.

The President opened the floor for any questions regarding the resolution. There were no questions. The membership was informed that the votes to approve the minutes of the 17th Annual General Meeting of the Friends of the Museums (Singapore) held on 2 December 2020 have been cast via mail-in ballot. The final vote would be announced at the end of the meeting.

The President's Report

The President shared the challenges of Covid continued in the financial year 2020-21. FOM adjusted and adapted to the evolving situation. Docent led tours were paused several times due to concerns for the safety of our docents. Despite limited guiding opportunities, FOM docents guided many in person and online tours. FOM museum, activity and communication

leaders took the changes in their stride and sought new opportunities to keep its members engaged. FOM's Public Information Morning and Open Morning were both held virtually. The President was pleased to share with the forum some of the key initiatives undertaken this year.

A. Museum Programmes

Service to Singapore's museums and institutions is at the heart of FOM's mission. FOM docents conduct tours for the Asian Civilisations Museum (ACM), National Museum of Singapore (NMS), Singapore Art Museum (SAM), The Peranakan Museum (TPM), Gillman Barracks (GB), Indian Heritage Centre (IHC), Malay Heritage Centre (MHC), STPI Creative Workshop & Gallery (STPI), Sun Yat Sen Nanyang Memorial Hall (SYSNMH) and walking tours of the four Chinatown Precincts, Kampong Gelam and Little India.

The concern for docent safety led the council to suspend guided tours several times this year. Even with limited opportunities, FOM docents led 1,774 tours for 8,594 visitors this financial year. Of these, our Japanese Docents (JD) led 282 tours for 1,020 visitors. The tours were delivered both in-person and online. With the implementation of vaccination differentiated safe management measures and rapid increase in vaccination rate in Singapore, currently suspended docent led Public Tours are scheduled to resume from 10 Jan 2022.

FOM docents guided several special exhibitions this year, such as Life in Edo/ Russel Wong in Kyoto, Home, truly: Growing Up with Singapore, 1950s to the Present, Modern Women of the Republic: Fashion and Change in China and Singapore, Urang Banjar: Heritage and Culture of the Banjar in Singapore, Sikhs in Singapore: A Story Untold, Music for Everyone: Variations on a theme, Singapore Art Week 2021 and Proposals for Novel Ways of Being.

In addition, FOM docents guided tours for Inter-Religious Organization to encourage inter-faith dialogue, and social media influencers to reach the younger demographic, live-stream guided tour for students at LASALLE and NUS, and led multiple Student Guiding Workshops, including for Tamil speaking students. They also video and audio recorded information about select exhibits for visitors. These were just some of the initiatives undertaken in addition to regular guiding. Docents from all museums continued to research and share their knowledge with fellow guides at Docent Ongoing Training (DOT) sessions held via Zoom.

The minimum guiding requirement for FOM docents was waived for April 2020-March 21 guiding year. From April 2021 to March 2022, a new Docent Commitment Points (DCP) system has been rolled out with the aim of keeping docents engaged with their museums and docent community.

After a year's break, Docent training returned with a hybrid model of online and in-person training sessions for 2021-22. Docent Training for ACM, NMS and IHC started with 68 trainees in September, while SYSNMH is recruiting for a Feb 2022 start. The Malay Heritage Foundation Kampong Gelam (MHF-KG) conducted training for 15 trainee docents. GB added 10 docents. Japanese Docents trained 13 new docents. Docent training was also conducted for two new venues: Changi Chapel and Museums and Fort Siloso, for 13 and 19 docents, respectively.

B. Member Activities

Participation was healthy across all activity groups. Asian Study Group, Asian Film Study Group, Textile Enthusiasts Group, Monday Morning Lectures, Friday with Friends and the Asian Book groups met online for the most part. Curio, FOM Members Care and Explore Singapore! groups met in person when allowed. Explore Singapore! hosted many sold-out events which included Tiong Bahru Heritage Walk, Redhill tour and City Trees Walk. Study Tours continued to be on hold this year. The unique, fully subscribed, certificate program, Asian Art & History for Museum Enthusiasts (AAHME) concluded in December 2020 with 151 Museum Enthusiasts hailing from 27 countries participating in the course. FOM Docents and friends, currently overseas, led virtual tours of museums in their cities in a new online series titled *Museums Around the World with FOM*. Members joined the activities on Zoom from all over the world to conduct and attend these tours.

C. Communications

FOM Newsletters have been revamped based on member feedback. FOM now delivers Weekly Newsletters detailing the upcoming week's offerings and a Monthly newsletter that provides an overview of FOM activities. The website is regularly updated. Most events and activities continue on Zoom. FOM's bi-monthly magazine, PASSAGE, continues to be delivered to members consistently every two months. Members can stay informed on all FOM events and activities via FOM Website, Facebook, Instagram, Twitter page, Newsletters, and PASSAGE magazine.

D. Volunteer Recognition and Appreciation

This year, 383 volunteers were invited to attend FOM's Volunteer Appreciation event held over a three-day period at NMS. Of these, 43 volunteers were eligible for a 3-year pin, 54 for a 5-year pin, 13 for a 10-year pin, 3 for a 15-year pin and 3 for a 20-year pin to acknowledge their years of volunteering with FOM. The Salome De Decker Award, given to a volunteer who epitomizes hard work and humility, was awarded to Mr. Sim Chong Teck for his service.

E. Philanthropy

The FOM Members Care (FOMMC) activity group provided many opportunities for FOM members to get involved and give back to Singapore. To support Singapore's One Million Trees Movement 64 FOM members and friends undertook tree planting along Ang Mo Kio

Avenue 8. FOM members also participated in the Walk for Rice event once again in December 2020 where 94 participants walked 641 KM, earning 2137 bowls each of white rice, brown rice, and oatmeal for those in need. FOM docents shared guiding tips and advice with visually impaired individuals to help train them to lead guided tours at ACM at the museum's invitation.

FOM is committed to continue giving to education through the FOM-NHB Heritage Grant which provides our museums' education and program staff members with the opportunity to gain valuable experience with world's leading museums. The FOM Grant awarded in 2020 to Shireen Tan and Mandy Lim was not utilized due to Covid-19 travel restrictions. There were no nominations in 2021. The grant money has been set aside for next year.

FOM was awarded the Patron of Heritage Award (POHA) by the National Heritage Board again this year to acknowledge FOM's contribution to heritage causes.

F. The Future

FOM is looking to a return to guiding Public Tours in the new year. In the interim, FOM *Members Only* tours and tours to support docent training were launched. Several of its valuable docents have relocated this year. However, a new cohort of docents will join FOM upon completion of 2021/22 training which will help replenish the docent numbers. This year FOM successfully moved its accounts from Citibank to DBS and now offers PayNow as an easy payment option. While FOM has healthy reserves to fall back on, it will continue to be careful with our expenses in the coming year. FOM continues to seek fresh opportunities to retain and grow its membership of approximately 1500 members with a host of new offerings. With the gradual reopening of Singapore and the world, the future looks bright.

Finally, the President thanked all FOM volunteers for their invaluable contributions, members for keeping faith in the organisation, and FOM partners for their steadfast support throughout the year.

The President invited Hon. Treasurer, Yasmin Javeri Krishan to report on our financial year 30 September 2021.

Treasurer's report and presentation of Audited Accounts

The Treasurer shared that FOM ended the financial year with a net surplus (excess of Revenues over expenses) of \$11,916 against a surplus of \$25,774 in the last financial year (FY20) and against a budgeted loss of \$34,432.

While total revenue decreased by \$455,924 (79%) from \$578,703 in the previous year to \$122,729 in FY21, total expenses also correspondingly decreased by \$442,065 (80%) from \$552,928 in FY20 to \$110,863 in FY21.

A. Income

Net surplus from Museum Activities decreased by \$23,588 year-over-year (YOY). This was mainly due to a fall in Docent Training Fees due to the pandemic (net surplus for Docent Training dropped by \$25,127 YOY).

Member Activities decreased, all together negatively impacting the surplus by \$12,149. Study Tour surplus was zero this year as compared to \$11,097 in the previous year, where most of the Study Tours had already been completed before the pandemic struck.

Membership fees received over the year decreased by \$7,000 from \$80,882 to \$73,881. At the end of FY21, the total number of active members was 1,465 as compared with 1,633 at the end of FY20.

FOM received Government grants of \$5,662 in FY21 as against \$4,712 received in FY20 to cover the Covid Pandemic impact.

B. Expenses

IT expenses were lower by \$2K. On the other hand, Office expenses were up by the same amount and Volunteer Appreciation expenses were up by \$3,725 in FY21.

C. Balance Sheet

Membership Fees received in Advance as at this year-end (\$48,588) were lower than last year-end (\$52,375) due to the lower number of members. Fees received in advance for English Docent Training are much higher at \$39,250 as on Sept 30, 2021 compared to end of last year, due to Docent Training activities being postponed to next year because of the Covid pandemic. These fees will go towards the FY22 income.

As of 30 September 2021, FOM had Accumulated Funds of \$596,204 that were fully backed by Cash and Bank Balances totaling \$ 668,872. We were able to add to the accumulated reserves this year despite the pandemic.

The Council continues to practice financial prudence, and is committed to ensuring FOM's continued financial viability and astuteness as far as possible.

Item 2. Vote on resolution to approve the Audited Accounts for the financial year ended 30 September 2021

The President asked for the above motion to be approved. The Secretary informed the meeting that:

- Leong Lee Chiew moved the adoption of the resolution to approve the Audited Accounts for the financial year ended 30 September 2021.
- Susan Chong seconded the resolution.

The President opened the floor for any questions regarding the resolution. There were no questions. The membership was informed that the votes for approval of the Audited Accounts of the Friends of the Museums (Singapore) for the Financial Year ended 30 September 2021 had been cast via mail-in ballot. The final vote would be announced at the end of the meeting.

Item 3. Vote on resolution to approve the appointment of auditors PlanPartners PAC for the financial year ending 30 September 2022

The President asked for the above motion to be approved. The Secretary informed the meeting that:

- Jyoti Ramesh moved the adoption of the resolution to approve the appointment of PlanPartners PAC, or successor organisations, as auditors for the year ending 30 September 2022.
- Simone Lee seconded the resolution.

The President opened the floor for any questions regarding the resolution. There were no questions. The membership was informed that the votes to appoint PlanPartners PAC, or successor organisations, as auditors for the financial year ending 30 September 2022 had been cast via mail-in ballot. The final vote would be announced at the end of the meeting.

Item 4. Announcement of Resolutions vote and Election results for 2021-22 Council members.

With the results of the mail-in ballot were tallied, the President introduced Durga Arivan, Chief Vote Teller, to read the results.

1. The Motion to approve the Minutes of the 17th Annual General Meeting of the Friends of the Museums (Singapore) held on 2 December 2020 was APPROVED by a majority vote. The motion was passed.
2. The Motion to approve the Audited Accounts of the Friends of the Museums (Singapore) for the financial year ended 30 September 2021 was APPROVED by a majority vote. The motion was passed.
3. The Motion to appoint PlanPartners PAC, or successor organisations, as auditors for the Friends of the Museums (Singapore) for the financial year ending 30 September 2022 was APPROVED by a majority vote. The motion was passed.

Next, Durga Arivan announced the election results for the FOM 2021-22 Council Members.

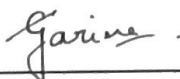
The following 2021-22 Friends of the Museums Council members were ELECTED by the membership:

Position	Council Member	Vote
President	Millie Phuah	Elected by a majority vote
Vice President	Susan Fong	Elected by a majority vote
Honorary Treasurer	Irina Grishaeva	Elected by a majority vote
Honorary Secretary	Kwan Min Yee	Elected by a majority vote
Council Representative	Charlotte Dawson	Elected by a majority vote
Council Representative	Kim Arnold	Elected by a majority vote
Council Representative	Darlene Kasten	Elected by a majority vote
Council Representative	Gisella Harrold	Elected by a majority vote
Council Representative	Aditi Kaul	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 2021-22 FOM Council and thanked the 2010-21 FOM Council for their dedication.

The President thanked everyone who attended and adjourned the meeting at 11:00am.

Minutes recorded by Kwan Min Yee (Honorary Secretary)

Minutes approved by  President FOM

Date 9 Dec 2021