

Table of Summary of Proposed Changes to the Constitution of Friends of the Museums (Singapore)

No.	Clause No.	Original Text	Proposed changes	Reasons for change
		<p>PREAMBLE This Society is the successor organisation to the group of volunteers called “The Friends of the National Museum” or as it was also generally known, “Friends of the Museum”, “The FOM” or “The Friends”, which was established in 1978 under the auspices of The National Museum of Singapore and has continued in service to The National Museum of Singapore, and since 1993, the National Heritage Board, Singapore. All assets and properties owned by the predecessor organisation (The Friends of the National Museum) including Past Presidents of the previous organization shall transfer to the successor organisation.</p>	<p>PREAMBLE Friends of the Museums (Singapore) is a registered society under the Societies Act. It is the successor organisation to the group of volunteers formerly known as “The Friends of the National Museum” or as it was commonly known, “Friends of the Museum”, “The FOM” or “The Friends”. The organisation was first established in 1978 under the auspices of The National Museum of Singapore and has continued in service to The National Museum of Singapore, and since 1993, the National Heritage Board, Singapore. All assets and properties owned by the predecessor organisation (ie. The Friends of the Nation Museum) and/or its Past Presidents shall transfer and belong to the successor organisation.</p>	<p>To make clear the registered status of the Society and to tidy up the language</p>
1	1.1 (d)	<p>“Museums” shall mean non-profit making permanent institutions in Singapore in the service of society and of its development, and open to the public, which acquire, conserve, research, communicate and exhibit, for purposes of study, education and enjoyment, material evidence of people and their environment.</p>	<p>“Museums” shall include museums and other non-profit making permanent institutions in Singapore in the service of society and of its development, and open to the public, which acquire, conserve, research, communicate and exhibit, for purposes of study, education and enjoyment, material evidence of people and their history, culture and environment.</p>	<p>To broaden the definition of "Museums" to include other non-profit making permanent institutions so that walking heritage trails will be covered</p>
	1.1 (i)	<p>“Past President” shall mean any member who served in the position of Co-ordinator (1978-1993) or President (1993 onwards) for the Society or its predecessor organisation.</p>	<p>“Past President” shall mean any member who served in the position of Co-ordinator (1978-1993) or President (1993 onwards) of the Society or its predecessor organisation.</p>	<p>To tidy up the language</p>
3		<p>The place of business of the Society shall be “61 Stamford Road, #02-06 Stamford Court,</p>	<p>The place of business of the Society shall be at 61, Stamford Road, #02-06 Stamford</p>	<p>To tidy up the language</p>

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		Singapore 178892", or such other place as may from time to time be decided by the Council, and approved by the Registrar of Societies. The Society shall carry out its activities only in places and premises which have the prior written approval from the relevant authorities, where necessary.	Court, Singapore 178892 or such other place as may from time to time be decided by the Council, and approved by the Registrar of Societies. The Society shall carry out its activities only in places and premises with the prior written approval from the relevant authorities, where necessary.	
4	4.1 (c)	To provide members with opportunities for training, study and life-long learning to enhance their competence as volunteers in support of the Museums; and	To provide members with opportunities for training, study and life-long learning, and/or to enhance their competence as volunteers in support of the Museums; and	To make clear that providing opportunities for training, study etc. which are open to all members is one of the objects of the Society
	4.1 (d)	To provide an avenue for community volunteer support of the Museums volunteer support of the Museums.	To provide an avenue for community volunteer support of the Museums and the NHB.	To update the language with the new definition for Museums
	4.2 (a)	Developing and administering programmes in partnership with the Museums and NHB;	Developing and administering programmes in partnership with the Museums, NHB and other institutions;	To provide for FOM to work with other institutions other than Museums (as defined) and NHB
	4.2 (b)	Providing docents (volunteer guides) to the Museums;	Providing docents (volunteer guides) to the Museums and NHB, where appropriate;	To tidy up the language following changes to the definition of Museums
	4.2 (e)	Fostering good working relationships with other similar organisations by exchanging information, attending, participating and/or organising regional and international meetings and conferences; and	Fostering good working relationships with other similar organisations by exchange or sharing of information, attending, participating and/or organizing regional and international meetings and conferences; and	To tidy up the language
5	5.1.1	Membership is open to any person who shares the Society's objects and pays the annual membership fee.	Membership is open to any person who shares the Society's objects and pays the membership fee prescribed under the By-laws	Remove "annual" and replace with "prescribed under the By-laws" to provide for multiple years membership subscription
	5.1.2 (c)	Family Membership – Two (2) adults and up to three of their children under the age of twenty-one (21) sharing a common mailing address. Each adult member who is twenty-one (21) years of age and above and who is	Family Membership – Two (2) adults and up to five of their children under the age of twenty-one (21) sharing a common mailing address. Each adult member who is twenty-one (21) years of age and above and who is	To increase the number of children under Family membership from 3 to 5 to cater to members with larger family size

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		resident in Singapore shall have the right to vote and to hold office.	resident in Singapore shall have the right to vote and to hold office.	
	5.1.2 (i)	Honorary Membership – Persons who have made a significant contribution to the Society may, on the recommendation of the Council and with their consent, be conferred Honorary Membership at a General Meeting. Honorary Members shall have none of the obligations of membership in the Society, but shall be entitled to all the privileges except those of making motions, of voting and of holding office.	Honorary Membership – Persons who have made a significant contribution to the Society may, on the recommendation of the Council and with their consent, be conferred Honorary Membership at a General Meeting. Honorary Members shall not be subject to the obligations of membership in the Society, but shall be entitled to all the privileges except those of making motions, of voting and of holding office.	To tidy up language
	5.2.1	To become eligible for membership in the Society, the prospective member shall submit to the Society an application for membership together with the relevant membership fee.	Any person who wishes to become a member of the Society and is eligible shall submit to the Society an application for membership together with the relevant membership fee. Such application shall be made in the manner prescribed by the Society.	To provide for application for membership to be made online through the Society’s website
	5.3.1	Every member shall be bound by and submit to the Constitution, By-Laws, and Operational Procedures of the Society.	Every member shall be bound by and shall submit to the Constitution, By-Laws, and Operational Procedures of the Society.	To tidy up the language
	5.3.2	Every member shall observe and abide by the Society’s Code of Ethics	Every member shall observe and abide by the Society’s Code of Ethics as may be amended or supplemented from time to time, by the Council.	To give flexibility to Council to update from time to time the code of ethics to be observed by the members
	5.4	Suspension and Expulsion of Members The Council may expel a member by a two-thirds (2/3) vote of the Council if the member has conducted himself by word or act in a manner, which in the opinion of the Council, is prejudicial to the interests of the Society and/or injurious to its reputation. Such member shall be given the opportunity to present his case in person before the Council.	Suspension and Expulsion of Members The Council may suspend up to a maximum period of six months or expel a member by a two-thirds (2/3) vote of the Council if the member has conducted himself by word, act or omission in a manner, which in the opinion of the Council, is prejudicial to the interests of the Society and/or injurious to its reputation. Such member shall be given the opportunity to present his case in person before the Council.	To provide flexibility for Council to suspend membership benefits for up to a maximum period of 6 months. Previously, the clause only provides for expulsion although the heading suggest suspension in addition to expulsion.

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	5.5	Confidentiality Membership information shall be used solely for the Society's objects and powers and shall not be used or released for commercial or solicitation purposes or to promote any other interests or businesses.	Confidentiality Membership information shall be used solely for the Society's objects and purposes and shall not be used or released for commercial or solicitation purposes or to promote any other interests or businesses. The Society shall make such By-Laws and take appropriate measures to comply with applicable data protection legislation for the processing of personal data collected from the members, staff, partner organisations and the public in the course of its activities	To provide for compliance with data protection legislation
7	7.1.1	The Society shall be administered by a Council elected by the membership at the General Meeting. The Council shall be comprised of not more than nine (9) voting members, namely: (a) A President (b) A Vice President (c) An Honorary Secretary (d) An Honorary Treasurer (e) Up to Five (5) Council Representatives	The Society shall be administered by a Council elected by the membership at the General Meeting. The Council shall comprise not more than nine (9) voting members, namely: (a) A President (b) A Vice President (c) An Honorary Secretary (d) An Honorary Treasurer (e) Up to Five (5) other Council Members	To tidy up the language
	7.1.2	The Council shall invite the Immediate Past President to be a non-voting member of the Council for a term of one year providing the Immediate Past President is a member of the Society and resident in Singapore.	The Council shall invite the Immediate Past President to be a non-voting member of the Council for a term of one year provided the Immediate Past President is a member of the Society and resident in Singapore.	To tidy up the language
	7.1.3	The Council may co-opt up to two (2) other member of the Society who in the opinion of the Council possess skills and knowledge which will assist the Council in carrying out its strategy.	The Council may co-opt up to three (3) other members of the Society who in the opinion of the Council possess skills and knowledge which will assist the Council in carrying out its duties. Council Members who are co-opted do not have voting rights.	To increase the number of co-opted members to 3 and to clarify that these co-opted members will not have voting rights
	7.3.1	If the President's position becomes vacant during his year of office, the Vice President will succeed him and serve as President for the remainder of the term.	If the President's position becomes vacant during his term of office, the Vice President will succeed him and serve as President for the remainder of the term.	To tidy up the language and also to clarify that Council shall only elect a pro-tem President from among the Council Members

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		<p>If the President’s position becomes vacant within the first six (6) months of his assuming office and there is no Vice President or the Vice President is not able or willing to succeed as President, an Extraordinary General Meeting shall be held to elect a new President.</p> <p>If the President’s position becomes vacant after six (6) months of his term of office and there is no Vice President or the Vice President is not able or willing to succeed as President, the Council shall elect by a two-thirds (2/3) vote a President pro-tem who shall hold office until the next General Meeting</p>	<p>If the President’s position becomes vacant within the first six (6) months of his assuming office and there is no Vice President or the Vice President is not able or willing to succeed as President, an Extraordinary General Meeting shall be held to elect a new President.</p> <p>If the President’s position becomes vacant after six (6) months of his term of office and there is no Vice President or the Vice President is not able or willing to succeed as President, the Council shall elect by a two-thirds (2/3) vote a President pro-tem from among the Council Members who shall hold office until the next General Meeting</p>	
	7.3.2	If there is a vacancy in any elected position of the Council, the Council shall elect by a two-thirds (2/3) vote a replacement who shall hold office until the next General Meeting.	If any elected position of the Council except that of the President becomes vacant during the term, the Council shall elect by a two-thirds (2/3) vote a replacement who shall hold office until the next General Meeting.	To tidy up language to be consistent with clause 7.3.1
	7.4 (f)	Determining nature and scope of responsibility of the Council Representatives before the Nominating Committee nominates candidates for elected positions in the Society;	Determining nature and scope of responsibility of the Council Members before the Nominating Committee nominates candidates for elected positions in the Society;	To tidy up language
	7.4 (h)	Recommending Honorary Members for approval by members in General Meeting and inviting/appointing Patrons for such term of office as it deems appropriate; and	Recommending persons to become Honorary Members for approval by members in General Meeting and inviting/appointing Patrons for such term of office as it deems appropriate; and	To tidy up language
	7.6.2	A majority of voting Council members shall form a quorum. All Council members who are eligible to vote shall have one vote. Unless otherwise provided in the	A majority of voting Council Members shall form a quorum. All Council Members who are eligible to vote shall have one vote each. Unless otherwise provided in the	To tidy up language

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		Constitution, all decisions of the Council shall be made by a majority vote of those members present and voting at the meeting. In the event of a tie, the Chairperson of the meeting shall have a second or casting vote.	Constitution, all decisions of the Council shall be made by a majority vote of those Members present and voting at the Council meeting. In the event of a tie, the Chairperson of the meeting shall have a second or casting vote.	
	7.7 (a)	if he dies or becomes a bankrupt, a lunatic or of unsound mind.	if he dies or becomes a bankrupt, or becomes of unsound mind.	Remove "lunatic" from paragraph
	7.7 (b)	if he is absent from the Republic of Singapore for a period of more than three (3) consecutive months without explanation satisfactory to a majority of the Council.	if he is absent for three consecutive council meetings without explanation satisfactory to a majority of the Council.	To tidy up language that council members cannot miss 3 consecutive council meetings without explanation
	7.7 (c)	if he is guilty of misconduct of such a kind as to render it undesirable that he continues as a Council member.	if he is guilty of misconduct as to render it undesirable to the Society that he continues as a Council Member.	To tidy up language
	7.8.5	Council Representatives shall assist in the general administration of the Society and perform duties assigned to them by the Council from time to time.	Council Members without portfolio shall assist in the general administration of the Society and perform duties assigned to them by the Council from time to time.	To tidy up language
9	9.1.3	These two individuals have the right to co-opt up to three (3) individuals from the membership.	These two individuals have the right to co-opt up to three (3) individuals from the general membership.	To tidy up language
	9.2	The Nominating Committee shall, in its discretion, and according to the procedures established by the Nominating Committee, identify suitable candidates from the membership for each elected office to be filled, and present its recommendations to the Council.	The Nominating Committee shall, in its discretion, and according to the procedures established by the Nominating Committee, identify suitable candidates from the general membership for each elected office and present its recommendations to the Council.	To tidy up language
	9.2.1	Upon endorsement of a slate of candidates by the Council, notice of the Council-endorsed slate of officers shall be distributed to all eligible voting members at least thirty (30) days prior to the Annual General Meeting.	Upon endorsement of a slate of candidates by the Council, notice of the Council-endorsed slate of officers shall be given to all eligible voting members at least fourteen (14) days prior to the Annual General Meeting.	To be consistent with the notice period for all notices for Annual General Meeting to members
	9.3	Nominations for elected positions may also be submitted to the Honorary Secretary by	Nominations for elected positions may also be submitted to the Honorary	To allow advance notice of 4 weeks in place of 30 days for

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		members. Each nomination shall be proposed by one member and one seconder and the nominee shall signify his consent on the nomination form. Such nominations must be received by the Honorary Secretary at least thirty (30) days before the date of the General Meeting.	Secretary by members. Each nomination shall be proposed by one member and one seconder and the nominee shall signify his consent on the nomination form. Such nominations must be received by the Honorary Secretary at least twenty-eight (28) days before the date of the General Meeting.	easier computation of dates.
10	10.2	The Annual General Meeting shall be held within three (3) months of the close of the financial year in each year to receive the Council's report and the audited Financial Statement for the preceding year ending 30th September, to elect the Council Members, to appoint an Auditor for the ensuing financial year, and to transact any other business for which notice in writing must have been given to the Honorary Secretary at least thirty (30) days before the Annual General Meeting.	The Annual General Meeting shall be held within three (3) months of the close of the financial year in each year to receive the Council's report and the audited Financial Statement for the preceding year ending 30 th September, to elect the Council Members, to appoint an Auditor for the ensuing financial year, and to transact any other business for which notice in writing must have been given to the Honorary Secretary at least ten (10) days before the Annual General Meeting.	To be consistent and practical as notice in writing to transact any other business cannot be made before notice of Annual General Meeting which is given only 14 days before the Annual General Meeting.
	10.4	No less than fourteen (14) days' notice in writing must be given to all voting members for any General Meeting, and such notice shall set out the date, time and venue of the meeting and the agenda including the text of any resolutions proposed for consideration. The notice shall be accompanied by an absentee ballot form which allows a vote 'for', 'against' and 'abstain' on all resolutions. In the case of an Annual General Meeting, the notice shall also include a list of all candidates nominated for the Council.	No less than fourteen (14) days' notice must be given to all voting members for any General Meeting, and such notice shall set out the date, time and venue of the meeting and the agenda including the text of any resolutions proposed for consideration. The notice shall be accompanied by an absentee ballot form which allows a vote 'for', 'against' and 'abstain' on all resolutions. In the case of an Annual General Meeting, the notice shall also include a list of all candidates nominated for the Council.	To allow for notices to be sent by electronic mailing
	10.5	Notices for all General Meetings shall be sent by ordinary post or electronic mail, as the Council deems fit, to each voting member at the address of such member in the Society's membership records.	Notices for all General Meetings together with the Council Report and audited financial statements and other related documents shall be sent by electronic mail to each voting member to the email	To provide for electronic mailing of notices for all general meetings unless members request in writing to receive notices by post and also to

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			address of such member in the Society's membership records. The voting members bear the responsibility to maintain their email address to receive the notices. In addition, the Society shall post the notices on the Society's website and electronic newsletters. Notices sent by email or other electronic means shall be deemed validly given for all voting members except for a member who submitted a request in writing to the Society that he/she wishes to receive notices via post. The Society reserves the discretion to send the notices by post if it is not practical or feasible to utilize electronic mail	include by post if electronic mail is not feasible
	10.6	Absentee ballots must be signed by the voting member and include his membership number. Absentee ballots must be received by the Honorary Secretary no later than twenty-four (24) hours before the General Meeting.	If applicable, absentee ballots must be signed by the voting member and include his membership number. Absentee ballots must be received by the Honorary Secretary no later than twenty-four (24) hours before the General Meeting.	To provide for the continue usage of physical absentee ballots forms in the event that electronic voting is not feasible
	10.7	The quorum for a General Meeting shall be ten percent (10%) or one hundred (100) voting members, whichever is the lower, present in person or represented by absentee ballot.	The quorum for General Meetings shall be ten percent (10%) or one hundred (100) voting members, whichever is the lower, present in person at the meeting. In the event of there being no quorum after a lapse of half an hour from the time fixed for the meeting, those present shall form a quorum but they shall have no power to alter, amend or make additions to the Constitution.	To provide a process for the Annual General Meeting to proceed if the number of members present do not make up the quorum. This is in line with a practice observed by other societies. Notwithstanding this waiver, a valid quorum is still required if amendments to the Constitution are proposed to be made.
13	13.3 (a)	if the trustee dies or becomes a bankrupt, a lunatic or of unsound mind;	if the trustee dies or becomes a bankrupt, or becomes of unsound mind;	To remove "lunatic" from paragraph
	13.3 (b)	if he is absent from the Republic of Singapore for a period of more than one year;	if he is absent from the Republic of Singapore for a period of more than six (6) months;	To shorten the period of the absence of the trustee from office
	13.4	Notice of any proposal to remove a trustee	Notice of any proposal to remove a trustee	To tidy up the language

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		from his trusteeship or to appoint a new trustee to fill a vacancy must be given to members of the Society in writing at least fourteen (14) days before the General Meeting at which the proposal is to be discussed. The result of such General Meeting shall then be notified to the Registrar of Societies.	from his trusteeship or to appoint a new trustee to fill a vacancy must be given to members of the Society at least fourteen (14) days before the General Meeting, together with the notice for the General Meeting at which the proposal is to be discussed. The result of such General Meeting shall then be notified to the Registrar of Societies.	
14	14.1	Gambling of any kind, whether for stakes or not, excluding the promotion or conduct of a private lottery which has been permitted under the Private Lotteries Act, Cap. 250, is forbidden on the Society's premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited.	Gambling of any kind, whether for stakes or otherwise, excluding the promotion or conduct of a private lottery which has been permitted under the Private Lotteries Act, Cap. 250, is forbidden on the Society's premises. The introduction of materials for gambling or drug taking and of bad characters into the premises is prohibited.	To tidy up the language
15			<p>NOTICES BY ELECTRONIC MEANS</p> <p>Notices that are required under the Constitution or By-Laws to be given to all members, voting or non-voting members of the Society for all matters other than General Meetings may be given by electronic mail or internet transmission to the email address of the members in the Society's membership records and notices given in such manner shall be deemed validly given. The members shall bear the responsibility to maintain their email address to receive the notices</p>	To provide for all notices to be sent by electronic mail or internet transmission to save on postage and admin costs. And that members are responsible to maintain their email address to receive such notices
19 & 20		<p>DISPUTES</p> <p>In the event of any dispute arising amongst members, they shall attempt to resolve the matter at an Extraordinary General Meeting in accordance with this Constitution. Should the members fail to resolve the matter, they may bring the matter to a court of law for settlement.</p>	<p>DISPUTES</p> <p>In the event of any dispute arising amongst members, they shall attempt to resolve the matter through mediation to be conducted in Singapore and parties agree to be bound by any settlement agreement reached. Should the members fail to resolve the matter after the mediation process, they</p>	To provide for settlement of members dispute through mediation rather than at an Extraordinary General Meeting

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			may bring the matter to a court of law for settlement.	
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