



SINGAPORE ASSOCIATION OF SOCIAL WORKERS

Fifty-Fourth Annual General Meeting (“AGM”) of The SINGAPORE ASSOCIATION OF SOCIAL WORKERS (“SASW”) held on Friday, 6 September 2024, 7pm at the Singapore Association of Social Workers, Blk 324, Clementi Avenue 5, #01-209, Singapore 120324.

MEMBERS PRESENT		
Life Members		
<ol style="list-style-type: none"> 1. Theresa Lee 2. Chia Lai Ying 3. Tan Guay Neo Florence 		
Ordinary Members <ol style="list-style-type: none"> 4. Agnes Chia 5. Alvin Chua Chye Huat 6. Benjamin Ho 7. Chan Whee Peng 8. Chiam Toon Han 9. Deng Xinmo 10. Grace Chee Jia Hui 11. Fatima Zahida 12. Goh Soon Noi 13. Hayley Chau 14. Ignatius Pereira 15. Leng Wen Si 16. Lim Teck Huat 17. Lim Wei Lin 18. Long Chey May 19. Louisa Bielig 20. Luen Wai Sum Jenna 21. Mardiana Binte Sabtu 22. Wong Liling 23. Ng Tzer Wee 	Ordinary Members <ol style="list-style-type: none"> 24. Nurulhuda Binte Abu Bakar 25. Lee Peiwen Pearlyn 26. Phua Chun Yat 27. Quek Seok Bin 28. Ramasamy Ganesan 29. Sonia Oo 30. Tan Boon Meng Roger 31. Tan Lye Soon Edwin 32. Tan Sze Wee 33. Tan Wai Hong 34. Tan Yong Wei Eugene 35. Tay Hui Mei Cindy 36. Tian Ching Ching 37. Troy Jack Thevathasan 38. Udhia Kumar 39. 40. Wong Ling Jiao 41. Yang Geok Foong 42. See Toh Huixi 	Student Member <ol style="list-style-type: none"> 43. Ng Chee Quan
MEMBERS ABSENT WITH APOLOGIES		
Life Member who appointed a proxy <ol style="list-style-type: none"> 1. Lui Hah Wah Elena 2. Phoon Sok Ying, Winnie 	Ordinary Members who appointed a proxy <ol style="list-style-type: none"> 1. Amran Bin Jamil 2. Cheng Xiaolin 3. Chew Mei Mei Melissa (Zhou Meimei) 4. Fan Kam Tong 5. Lam Kee Soon Andy 	<ol style="list-style-type: none"> 6. Goh Yan Ling 7. Joan Fang Rouyue 8. Lin Liping Iris 9. Lui hah Wah Elena

S/NO	Items
1	Commencement of AGM and Confirmation of Quorum
1.1	With the quorum met following more than 50 voting members in attendance, Ms Hayley Chau, Honorary Secretary, called the meeting to order at 7.05 pm.

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1.2	On behalf of the Exco, Ms Chau welcomed all members present and thanked them for attending the 54th AGM. She informed that the session will be recorded for minutes taking purposes.
2	Welcome Address by President and President's Report
2.1	Ms Tan Sze Wee, President of SASW, extended a warm welcome to the members attending the 54 th AGM and thanked everyone for their presence.
2.2	Ms Tan shared the collective efforts that are guided by the strategic plan crafted in 2021 where the committee set out to: <i>A: advance a strong commitment and professional identity for the social work profession and association</i> <i>B: build professional standards and capabilities for future ready social workers</i> <i>C: Create organisational excellence and relevance</i> <i>D: deepen affiliation and engagement with members and stakeholders</i>
2.3	Ms Tan highlighted that there were 542 registered active members as at 31 st March 2024, with significant involvement from members across committees and chapters. In the past FY, cross-sector networking and learning initiatives were actively promoted and facilitated. These include the webinar on Supporting Students with Incarcerated Parents, jointly organised by the Criminal Justice Social Work and School Social Work Chapters, in collaboration with Singapore Prison Services, Singapore Children's Society and the Ministry of Social and Family Development, and a cross-border initiative such as The School Social Work Chapter's T-CARE project with Singapore International Foundation which saw both online and in-person training sessions for teachers in East Java, Indonesia. In the last FY, the committees and chapters organised a total of 13 engagements, and they will continue to be key driving forces for SASW to engage our members. In addition, The Membership and Registration Committee is exploring ways to strengthen the value of SASW membership, such as expanding resources, offering exclusive professional development opportunities and networking events that connect members with industry leaders.
2.4	Ms. Tan emphasized the importance of organizational excellence and relevance for SASW. She highlighted that with its ambitious vision and mission, SASW must prioritize adaptability and innovation to meet the evolving needs of its members, who are at the forefront of addressing the dynamic challenges faced by the communities they serve. SASW aspires to be a leading professional body, characterized by strong leadership, healthy financials, and an innovative culture. Ms. Tan also emphasized that building an excellent organization involves nurturing and valuing staff. The SASW team, led by the Executive Director who joined earlier this year, comprised a lean team of 8 staff. They effectively manage the Association's busy engagement calendar and organize key events such as OSWA and Social Work Day, which highlight the significance of social work in society.
2.5	Ms. Tan highlighted the efforts to build professional standards and capabilities for future-ready social workers, with a focus on aligning initiatives between the Family Resource Training Centre (FRTC) and the Training and Professional Development Standing Committee. Over the past year, FRTC delivered 37 programs, benefiting 781 social service professionals. The launch of the Pilot Training of Supervision of Supervisory Practice (SOSp) was also noted as a significant development. Ms. Tan announced that FRTC's training revenue exceeded \$773,140, reflecting an increase of approximately \$174,547 , or 29%, compared to the previous year. She emphasized the goal of steadily increasing revenue to sustain operations and support further meaningful engagements for members.
2.6	Ms. Tan spoke about advancing a strong commitment and professional identity for social workers. She recalled her determination to address the identity crisis within the social work field when she joined

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2.7	<p>the executive committee in 2021. As part of the strategic plan, SASW aimed to create a strong professional identity for social workers by developing credential pathways to clearly demonstrate their competencies and skill sets. Additionally, efforts were made to shape public perceptions of the profession, emphasizing its professionalism, inherent value, and the specialized skills it requires. She highlighted the partnership with community organizations, such as the Law Awareness Weeks @CDC, which aim to enhance the visibility of social workers and showcase their professional competence.</p> <p>Ms Tan’s address concluded with a reaffirmation of commitment to the values that define the Social Work profession, highlighting the importance of unity and purpose in making a difference. A video montage was played to showcase the various activities by SASW in the past year.</p>
3	Confirmation of the Minutes of the 53rd AGM held on the 15 September 2023
3.1	Ms Chau confirmed that no amendments were received for the minutes of the 53rd AGM when circulated to members and raised the matter to those present.
3.2	Ms Theresa Lee suggested a minor amendment, noting that the visual bar chart under FRTC’S financial statements did not match the written reported figures. The amendment was acknowledged.
3.3	With no further amendments, Ms. Florence Neo proposed the adoption of the minutes, and Ms Ng Tzer Wee seconded the motion.
3.4	Ms. Chau declared the minutes of the 53rd AGM approved.
4	Honorary Treasurer’s Report
4.1	Ms Bridget Das, Honorary Treasurer, presented the Treasurer’s Report for the financial year ended 31 March 2024.
4.2	Ms Das updated that the Financial Statements for the year ended 31 March 2024 for the Singapore Association of Social Workers (SASW) and Family Resource and Training Centre (FRTC) were audited by Credo Assurance LLP. The auditor’s opinion is that SASW & FRTC the accompanying financial statements are properly drawn up in accordance with the Societies Act, the Charities Act, and the Financial Reporting Standards in Singapore (“FRSs”). In their opinion, the accounting and other records required by the Societies Regulations and the Charities Act have been properly kept in accordance with the Regulations.
4.3	<p><u>Summary of Group Financial Performance for the year ending 31st March 2024</u></p> <p>Ms Das provided the summary of the Group Financial Performance for the year ending 31st March 2024. For FY23/24, the SASW group income was recorded at \$1,399,837, while the group expenditure was \$1,453,801.</p>
4.4	<p>Ms Das added on that the SASW total income decreased by 38.8% (\$393,238) from the last financial year from \$1,011,417 to \$618,179. The major contributors to the decrease were mainly due to:</p> <ul style="list-style-type: none"> • decrease of 48% in MSF funding of \$400,645 (\$826,229 to \$425,584) due to the accumulated surplus in the previous financial year. • decrease of 9.7% in membership fee income of \$2,960 (9.7%) from \$30,510 (FY22/23) to \$27,550 (FY23/24). (SASW membership is on yearly renewal with the due date on 31st March each year).
4.5	<u>Family Resource Training Centre (FRTC)</u>

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4.6	FRTC fully resumed its face-to-face training programs training in FY 23/24. Overall, there is an increase in revenue, expenditure and surplus for FY23/24. The total income increased by 28.7% (\$174,381), from \$607,277 to \$781,658.
4.7	The total expenditure increased by 11.6% (\$33,082), rising from \$285,817 to \$318,899. This increase is primarily due to higher training expenses, including costs for refreshments, trainer fees, and other related expenses, which resulted from the rise in training activities. With this, the FRTC net surplus increased 43.9% to \$462,759 in FY 23/24 in comparison to \$321,460 in FY22/23. FRTC will continue to deliver quality training and professional development opportunities by meeting learning needs and developing required practice competencies and capabilities, and supporting the professional development of social workers for the future.
5	Adoption of the Audited Financial Statement of Accounts for the Financial Year Ending 31 March 2024
5.1	Ms Chau referred members to the Audited Financial Statements in the Annual Report. Mr Chiam Toon Han proposed the adoption of the Audited Financial Statement for SASW for financial year ending 31 March 2024. Ms Fatima Zahida seconded the adoption.
5.2	Ms Chau declared the FY2023/2024 audited financial statements accepted.
6	Adoption of Annual Report FY2023/2024
6.1	Ms Chau referred members to the circulated Annual Report to members on 4 th September 2024. Ms Louisa Bielig proposed the adoption of the Annual Report. Mr Wei Ling seconded the adoption.
6.2	Ms Chau declared the Annual Report FY2023/2024 accepted.
7	Re-Appointment of Auditor
7.1	The Executive Committee recommended the re-appointment of Credo Assurance LLP as the auditor for FY2023/2024.
7.2	Ms Ng Tzer Wee proposed the re-appointment of Credo Assurance LLP as the Auditor of Accounts for SASW for financial year ending 31 March 2024. Mr Alvin Chua seconded the re-appointment.
7.3	Ms Chau declared the re-appointment of Credo Assurance LLP to be SASW's auditor for FY2023/2024 accepted.
8	By- Election of Chair, Public Relations for term of office FY2023/2025
8.1	Ms Chau informed that Ms Joan Fang has resigned from the position of Chairperson of the Public Relations Standing Committee for term of office 2023 to 2025. The executive committee expressed appreciation to Ms Fang for her contributions during her tenure.
8.2	For the by-election for the remaining term, an open nomination was held and one nomination was received for the position of Chairperson, Public Relations Standing Committee for the remaining one-year term, Ms Yeow Ming Zhen.
8.3	Ms Chau declared Ms Yeow Ming Zhen as the new Chairperson, Public Relations Standing Committee.
9	Any other issues raised by members 14 days before the AGM
9.1	Ms Chau informed that no issues had been received prior to the meeting by 19 August 2024.

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10	Closing of AGM & Closing Address
10.1	Ms Chau proposed the conclusion of the SASW’s 54 th Annual General Meeting and called upon SASW President, Ms Tan to call the meeting to an end.
10.2	Ms Tan declared the Singapore Association of Social Workers’ 54 th Annual General Meeting closed at 7.35pm.
11	SASW Long Service Recognition to Volunteers
11.1	Ms Chau shared that SASW would like to take the opportunity to acknowledge and thank its current volunteers who had served at least 5 years as at 2024.
11.2	There were 18 volunteers who had five years of active service. They are: Ms Louisa Beilig; Ms Grace Chee Jia Hui; Mr Benjamin Ho Chi Hao; Ms Lyon Koh Lin Lu; Ms Eunice Lee Lai Mei; Mr Samuel Neo Kok Hwee; Ms Nurhafidzah MD Kamal; Mr Ong Chee Khoon Chavez; Ms Rafidah Mohamed Ayob; Ms See Toh Huixia; Mr Tan Bee Keow; Ms Elaine Tan; Mr Roger Tan Boon Meng; Ms Mavis Teo Poh Wah; Mr Troy Jack Thevathasan; Ms Tian Ching Ching; Ms Wong Liling; and Ms Yeow Beng Zhen. They would be given a Certificate of Appreciation.
11.3	There were 2 members who had volunteered for ten years. They are: Mr Alvin Chua and Mr Amran Bin Jamil. They would be given a Certificate of Appreciation, one-year complimentary SASW membership and FRTC training voucher with a value of \$500.
11.4	Ms Tan presented the Certificates of Appreciation to those present to receive their 5 years and 10 years of service milestones that recognise their volunteering service to SASW and for their hard work and dedication.

<p>Vetted By:</p> 	<p>Approved By:</p> 
<p>Ms Hayley Chau Yoke Chui Honorary Secretary Executive Committee 2023-2025</p>	<p>Ms Tan Sze Wee President Executive Committee 2023-2025</p>