

MINUTES OF THE 5th JPSFA COMMITTEE MEETING FOR 2017

DATE: 15th June 2017
TIME: 2.30 pm
VENUE: JPSFA Meeting Room

Present:

Ms. Stephanie Lim	-	President
Mr. Douglas Choo	-	Vice-President
Ms. Jasmine Sim	-	Treasurer
Mr. Ramesh	-	Committee Member
Mr. Heman	-	Committee Member
Mr. Lim Fern Yong	-	Committee Member
Mr. Chong Jit Chien	-	Committee Member
Ms. Tan Kim Wei	-	Committee Member
Mr. Raymond Wong	-	Committee Member
Mr. Kelvin Ngan	-	Sub-Committee Member
Ms. Lee Siew Fang	-	Auditor
Ms. Mary Lin Koh	-	Auditor

Absent with apologies:

Ms. Nancy Kwan	-	Secretary
Mr. Ahmad Zaki	-	Committee Member

The President thanked the committee members for attending the 5th committee meeting.

The minutes were proposed passed by Mr Ramesh and seconded by Mr Chong Jit Chien.

	Issues	Action	Action By
1.0	<p>Previous Matters:</p> <p>1) <u>Government Agencies Issues:</u> The newly elected committees were introduced to LPJ's General Manager, En. Razif during meeting on 25th May 2017.</p> <p>2) <u>Title Deed:</u> Ms Nancy has submitted the necessary documents to the lawyer Chua & Partners for changing of name on title deed to Johor Ports Shipping and Forwarding Association.</p> <p>3) <u>Accounting Software:</u> Agreed by committee we will use the Accounting Software sponsored by SIM IT Sdn Bhd and will proceed with 2017 accounting entries. To finalize chart of accounts, invoice, payment vouchers and receipts with treasurer before proceeding.</p> <p>4) <u>GST Issue:</u> SAM replied our email and advised that they are not in position to confirm the interpretation of GST issue. Mdm President wants to have confirmation if our association should bring up this GST issue with JKDM, meaning "rock the boat" as currently nationwide all forwarders are not charging GST on Terminal Handling Charges & Documentation charges. Mdm President suggested that we check up with the Penang's association to gather more information of the case that was compounded and also talk with SFLA before we make a decision which is agreeable by all committee.</p> <p>5) <u>Training Course:</u> The following courses have been confirmed to be held as follows:-</p> <p>a) KEP – 22nd & 23rd July 2017</p> <p>b) GST & Companies Act – 28th July 2017. Propose fee at RM200 for Members and RM250 for non-members</p> <p>c) Incoterms 2010 – 11th August 2017 to be organized by GDP Training at RM588 subject to 6% GST to be held at Renaissance Hotel</p>	<p>To find out the estimated cost from the lawyer.</p> <p>To check with Penang's association</p>	<p>For info</p> <p>Ms Nancy</p> <p>Ms Jasmine and Cecilia</p> <p>Ms Stephanie</p> <p>Fern Yong/Mary</p>

	<p>d) KEK Executive Course – 11 days Course in September 2017</p> <p>Training Committee suggested holding another soft skill course either Motivation for Sales or Handling Customers in the planning to be held in October 2017.</p> <p>6) <u>Sports Club Activities:</u> Mdm President suggested that we organize weekly table tennis games and badminton on a fortnightly basis after Hari Raya Festival. Sports committee will plan and advise members accordingly.</p> <p>2.0 President’s Report:</p> <p>1) <u>Meeting with SAM:</u> Attended as per above discussion on GST issue</p> <p>2) <u>LPJ Meeting:</u> Introduction Meeting of new committee to LPJ’s General Manager, En Razif</p> <p>3) <u>Meeting with CEO, JPB</u> En Shahrull held a break fast with most of the association and En Shahrull gave an update of their latest developments. JPSFA brought to his attention that certain area in the Port is quite dirty especially in the conventional berth of which they will look into it. They will try to have similar gathering in every 3 months.</p> <p>4) <u>LPJ Technical Meeting (PTP Tariff)</u> After this technical meeting, the proposed new PTP tariffs will be brought to PCC meeting. JPSFA expect the new PTP tariff rates will start earliest 1st January 2018. JPSFA brought up the issue for handling of DG Class I and Class II cargo at PTP and they will look into the SOP of DG Cargo.</p> <p>5) <u>Meeting with Liners</u> Attended meeting with some liners on the container deposit issues as liners have proceeded to bank in container deposit for import shipments. The Committee agreed that JPSFA to issue a circular to all members pertaining to the container deposit required by shipping line to encourage members to notify all their customers of the recent trend as practiced by the shipping line. Meanwhile, Mdm President will liaise with Shipping Lines</p>	<p>To finalize course and date.</p> <p>To confirm date of games</p> <p>To liaise with shipping lines</p>	<p>Fern Yong/Mary</p> <p>Kelvin/Ramesh</p> <p>For info</p> <p>For info</p> <p>For info</p> <p>For info</p> <p>Ms Stephanie</p>
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	<p>if they are willing to participate in the similar TOR and Guarantee Scheme as practiced by SSFLA and JPSFA is also seeking legal advice on this TOR and Guarantee Scheme.</p>		
3.0	<p>Vice-President's Report:</p> <p>1) <u>Meeting with SAM/LPJ Meeting/Meeting with CEO, JPB/LPJ Tehnical Meeting/Meeting with Liners:</u> Attended above meeting together with our President.</p> <p>2) <u>LPJ SEMS:</u> Attended together with Ms Lee, LPJ's Ship Emission Management System (SEMS) briefing on the regulations for prevention of air pollution from ships to achieve a Green Port Policy to be implemented effective 1st July 2017. Second briefing by LPJ on SEMS to be held on 21st June 2017</p>		<p>For info</p> <p>For info</p>
4.0	<p>Secretary's Report :</p> <p>1) <u>MOU with PSMB:</u> PSMB's proposal to sign a MOU with JPSFA for courses is still pending and under consideration.</p> <p>2) <u>Registrar of Societies:</u> Amendments to JPSFA's constitution submitted to ROS via eROS system and now pending approval.</p>	<p>To follow up</p>	<p>Nancy</p> <p>Cecilia/Nancy</p>
5.0	<p>Treasurer's Report:</p> <p>The balances as at 31st May 2017 stands at: Cash in Hand: RM 1,000.00 Cash in Bank: RM 164,100.46 Fixed Deposit: RM 264,887.86</p> <p>We managed to retain some members and 8 members do not wish to renew their membership. Our current membership is 128 members and membership fees are still unpaid from 7 members. Committee members have been requested to assist in talking to members for payment of 2017 membership subscription fees.</p> <p>Ms Jasmine informed that due to wrong advice by Public Bank Berhad, we will maintain our Fixed Deposit Account as per current arrangement of 2.95% per annum on accumulative interest.</p>		<p>For info</p> <p>For info</p> <p>For info</p>
6.0	<p>25th Anniversary Dinner:</p> <p>Letters for anniversary dinner tables to send out to members and we target to sell 80 tables. To date we have received confirmation for advertisement</p>		<p>All Committee</p>

<p>7.0</p>	<p>for RM26K. Mdm President requested committee members to gather more sponsors for souvenir program advertisement. Committee agreed and confirmed to purchase 1000 pcs double layer water bottle with logo at RM16/pc for door gift.</p> <p>Event Planning/Entertainment, ticketing and lucky draw will be discussed in the next meeting</p> <p>Other Matters:</p> <ol style="list-style-type: none"> 1) <u>Rental Agreement:</u> Present tenant informed that due to present economic slowdown they request for rental to be maintained as there is no increase in rental for other premises which they are currently renting. Committee agreed and to extend agreement upon expiry on 2 + 1 year contract. 2) <u>Membership Drive:</u> Ms Stephanie informed that we must work on harder on membership drive to bring in more members. We have 4 potential members namely, Millennium, Infinity, Forward Freight and JS Logistics. 3) <u>Proposal to buy New Building:</u> Our advisor, Mr Alvin proposes to JPSFA to buy new building at Ecoworld for retail warehouse measuring 60 x 150 feet for RM1.69 million. Committee voted that we do not have the funds at the moment to buy a new building 4) <u>PA of Stephanie</u> Mdm President informed the committee that her PA, Celine will be attending together with her in all future committee meetings and would like to seek consensus if there any objections from committee members. All committee members have no objection on this issue. 		<p>For info</p> <p>All Committee</p> <p>For info</p> <p>For info</p>
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With no other matters arising, the next meeting is proposed to be held on 20th July 2017 at 2.30 pm.