

## **MINUTES OF THE 6<sup>th</sup>JPSFA COMMITTEE MEETING FOR 2017**

**DATE:** 20<sup>th</sup> July 2017  
**TIME:** 2.30 pm  
**VENUE:** JPSFA Meeting Room

### **Present:**

Ms. Stephanie Lim	-	President
Mr. Douglas Choo	-	Vice-President
Ms. Nancy Kwan	-	Secretary
Ms. Jasmine Sim	-	Treasurer
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

### **Absent with apologies:**

Mr. Ramesh	-	Committee Member
Mr. Ahmad Zaki	-	Committee Member
Mr. Heman	-	Committee Member
Ms. Mary Lin Koh	-	Auditor

The President thanked the committee members for attending the 6<sup>th</sup> committee meeting.

The minutes were proposed passed by Mr. Lim Fern Yong and seconded by Mr Kelvin Ngan.

	<b>Issues</b>	<b>Action</b>	<b>Action By</b>
<b>1.0</b>	<p><b>Previous Matters:</b></p> <p>1) <u>Accounting Software:</u> Agreed by committee to start using the Accounting Software sponsored by SIM IT Sdn Bhd from January 2018. Meanwhile, to familiarise ourselves, we will start inputting the entries on a trial-run basis.</p> <p>2) <u>GST Issue:</u> Hopefully, the GST briefing session by JKDM on 26 July will shed some light on the interpretation of certain inconsistent GST charges by the industry.</p> <p>3) <u>Training Course:</u> The GST &amp; Companies Act course has been postponed to 25<sup>th</sup> August 2017. We will try to schedule for a soft skill course in October.</p> <p>4) <u>Sports Club Activities:</u> The table-tennis practices will commence weekly from August on Mondays from 7-9 pm at Daiman Sports Complex. Mr. Ramesh is still working on the dates for badminton.</p> <p>5) <u>Container Deposit:</u> Mdm President has spoken to several liners who are collecting and banking in the deposits in an attempt to mitigate the concerns of some of our members. As some liners were not receptive to the idea of JPSFA undertaking a similar TOR to SFFLA's and insists on banking in the deposits, the Association will have no choice but to ride on FMM's further action on this issue and in the meantime, officially write to MOT with our concerns. Members who are interested in the possible guarantee scheme will be asked to provide feedback for the Association to decide on offering the scheme.</p>	<p>Committee to attend briefing and revert.</p> <p>To write to MOT and members.</p>	<p>For info</p> <p>Committee</p> <p>Fern Yong</p> <p>Ramesh</p> <p>Cecilia</p>
<b>2.0</b>	<p><b>President's Report:</b></p> <p>1) <u>LPJ Steering Committee Meeting:</u> Attended on 19 June in this meeting chaired by Dato Rahim. LPJ will send 2 or 3 of their officers to do attachments at our selected members' offices to have a</p>	<p>To set date for attachment.</p>	<p>Stephanie /Douglas / SF Lee</p>

	<p>better understanding on the process and workflow of the shipping and forwarding agents to facilitate the Johor Port Net development. Tentatively. Swift Logistics will facilitate the forwarding aspects while Sea Empress, the conventional and Compass Shipping (tentative) for containerized.</p> <p>2) <u>Hari Raya Gatherings:</u> Over the course of the week, attended Raya invitations by LPJ, Customs Pasir Gudang, PTP and TLP with several of the Committee members.</p>		
<b>3.0</b>	<p><b>Vice-President's Report:</b> JPSFA will be represented by The President and Vice-President in the LPJ Steering Committee.</p>		For info
<b>4.0</b>	<p><b>Secretary's Report:</b> 1) <u>Registrar of Societies:</u> They are several amendments to be made to our Constitution as required by ROS in line with their submission guidelines. The Committee agreed to amend and submit the Constitution to ROS next year after our AGM. Will write officially to ROS to inform them of our intention.</p>	To write and hand deliver to ROS.	Cecilia
<b>5.0</b>	<p><b>Treasurer's Report:</b> The balances as at 30 June 2017 stands at: Cash in Hand: RM 1,000.00 Cash in Bank: RM182,716.16 Fixed Deposit: RM264,887.86</p> <p>We will proceed to terminate the members, Apex Container, Tanjung Agencies and World Commerce with immediate effect. The committee has been given a target to get 5 new members each before November. All achievers will be rewarded.</p>		For info  All Committee
<b>6.0</b>	<p><b>25<sup>th</sup> Anniversary Dinner:</b> To date we are able to secure RM46K for the souvenir program advertisements and 31 dinner tables sold. The committee is tasked to solicit for more table sales as we need to hype up the event with higher participation. We will also approach other Associations to support us buying the dinner tables.</p> <p>The Committee is considering the proposals of 4 event managements companies after looking at their presentations. A decision will be made at the next meeting. The budget to negotiate on shall be RM15K.</p>		All Committee  Fern Yong

	<p>In line with the ‘Silver’ theme of the dinner, the committee’s attire for the night is proposed to be silver coats for men and silver gowns for ladies. Also, it will blend in with the dress code of ‘elegance’ for the night.</p> <p>Food tasting at Grand Straits Garden shall be on 10<sup>th</sup> August 2017. Mr Kelvin will liaise with GSG with regards to some changes required on the menu of RM 588++ per table.</p> <p><b>7.0 Other Matters:</b></p> <p>1) <u>Executive Secretary’s Confirmation</u>  The Committee agreed to a 5% increment for Ms Cecilia with effect from 1<sup>st</sup> July 2017. The monthly remuneration shall be RM2625 with all other terms of offer remaining unchanged. A new employment contract shall be given for the term 1/7/2017 to 30/6/2018.</p>	<p>To source for suitable attires.</p>	<p>Jasmine / Douglas/Cecilia</p> <p>Kelvin</p>
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With no other matters arising, the next meeting shall be on 10<sup>th</sup> August 2017 at 3.30 pm at Grand Straits Garden to be followed by food tasting.