

MINUTES OF THE 1st JPSFA COMMITTEE MEETING FOR 2020

DATE: 2nd January 2020
TIME: 2.30 pm
VENUE: JPSFA Meeting Room

Present:

Ms. Stephanie Lim	-	President
Mr. Douglas Choo	-	Vice-President
Ms. Koh Mary Lin	-	Treasurer
Mr. Ramesh	-	Committee
Mr. Kenny Tee	-	Committee
Ms. Yip See Wan	-	Committee
Mr. Lim Fern Yong	-	Committee
Mr. Kelvin	-	Committee
Mr. Elgy Ng	-	Committee
Ms. Hau Suat Guat	-	Committee
Mr. Gilbert Hee	-	Auditor

Absent with apologies:

Mr. Chong Jit Chien	-	Secretary
Mr. Arvind	-	Committee
Mr. Mubarak Bin Mansor	-	Auditor

The President wished committee members a Happy New Year 2020 and thanked all for attending the 1st committee meeting.

The minutes were proposed passed by Ramesh and seconded by Kelvin.

	Issues	Action	Action By
1.0	Previous Matters: 1) <u>Change of Title Deed</u> To follow up with lawyer on the progress for name change until completed. 2) <u>KEP & KEK Course</u> KEK Executive course scheduled to run from 3 rd to 18 th January 2020 with 41 registered participants. 3) <u>Balai Ajen Electricity Bill</u> Approval letter for waiver of electricity charges received from JKDM. JKDM Pasir Gudang has also agreed to absorb RM300 on monthly electricity charges and balance to be paid by all agents from October 2019 onwards.	Continue to follow up on progress	Cecilia For info For info

	<p>4) <u>AGM</u> Agenda for AGM to include presentation on Training Events and Sports. Also to include to continue Member-Get-Member campaign.</p>	Prepare AGM agenda	Cecilia
2.0	<p>President's Report:</p> <p>1) <u>MDEC, DFTZ Update & Demo Session on 5/12/19</u> Introduction of DFTZ system and was informed by MDEC that currently no charges involved for companies who would like to use the DFTZ system. Members who are interested should contact MDEC accordingly.</p> <p>2) <u>U Customs Briefing by Rank Alpha on 10/12/19</u> Briefing by Rank Alpha done for members.</p> <p>3) <u>JPB Invitation to 1 Million Teus Milestone</u> Attended JPB's celebration on achieving 1 million teus container handling milestone on 16/12/19. A golf/dinner celebration will be held on 3rd January 2020.</p> <p>4) <u>LPJ – Invitation to Johor Halal Port Supply Chain Policy</u> Attended invitation from LPJ to Johor Halal Port Supply Chain Policy on 17/12/19. List of companies that can perform 'Sertu' services will be forwarded to members.</p> <p>5) <u>JPB meeting on Propose Tariff Rate Increase on 19/12/19</u> Attended 2nd session on the proposed tariff increase. 3rd meeting expected to be held in January.</p> <p>6) <u>Immigration Department – Annual Dinner on 19th Dec</u> First invitation from Immigration department to their annual dinner celebration and bought 2 gift sets for them.</p>		For info For info For info For info For info
3.0	<p>Vice President's Report:</p> <p>1) <u>Dagang Net Briefing on Seal Net on 17/12/19</u> Briefing by Dagang Net on SealNet was more towards introducing their product rather than in relation to uCustoms. Was quite baffling that they are not aware of LPJ's e-Gateway system.</p>		For info
4.0	<p>Treasurer's Report: The balances as at 31stDecember 2019 stands at: Cash in Hand: RM1,000.00 Cash in Bank: RM 125,380.89 Fixed Deposit: RM 530,511.28</p> <p>Surplus before audit and taxation for year ending 31st December 2019 is RM71,502.50. To proceed to send documents to auditors and obtain final audited accounts by early February to be sent to members for the coming AGM</p> <p>Committee agreed that we proceed to transfer RM50,000 from our current account to Fixed Deposit account for 1 year tenure at current FD interest rate of 3.10%.</p> <p>Membership as at 31st Dec was 157 members with 3 new members who joined in early January 2020 namely Jointport</p>	To send documents for audit Proceed with FD deposit	Cecilia Cecilia For info

<p>5.0</p> <p>6.0</p>	<p>Logistics, ADT Logistics and Seven Ocean Lines bringing the total membership to-date to 160 members.</p> <p>Training Courses:</p> <ol style="list-style-type: none"> 1) Incoterms 2020 scheduled to run on 8th January 2020 with 35 participants registered to-date. 2) Next KEP Course proposed to be held in March or April now pending confirmation from AKMAL/UUM. <p>Other Matters:</p> <ol style="list-style-type: none"> 1) <u>Acting Secretary</u> Mdm President informed that JC Chong will be on long medical leave. Committees nominated and agreed for Kelvin to act as Hon. Secretary in the interim. Certificate of Membership for year 2020 will be signed by Vice President in the absence of the Hon. Secretary. 2) <u>Projector and Laptop</u> Current projector not compatible with our laptop and image is not clear and not adjustable to fit on screen. Quotation received for new Epson projector EB-1785W at RM3600. Agreed by committee to proceed with purchase of new projector. Advise by committee to obtain Lenovo quote for laptop for comparison. Committee deliberated on not renting out the ground floor but given the potential of rental income of RM18k per year and renovation cost to be incurred, it was unanimously agreed to continue to rent out. 3) <u>28th Anniversary Dinner</u> Dinner Date: 3rd July 2020 Venue: Restoran Daiman 18 Pekin (Halal Restaurant), Taman Johor Jaya (Hall 1 + 2 = 80 Tables) (Include Hall 3 – minimum 95 Tables) The following was discussed and confirmed: - Cost confirmed at RM738 nett/ per table (Dinner Table to be sold at RM1,150 per table& RM120 per Seat) Theme – Floral Night Best Dress: Male & Female Souvenir Book: Back Cover color – RM 10,000 Inside Front Cover color – RM 8,000 Inner Back Cover color– RM 5,000 Full page color – RM 1,500 Half page color – RM 800 Souvenir Program theme “JPSFA 28th Anniversary Beyond 2020” To proceed with sending out letters for advertisement sponsor and anniversary dinner tables/seats 	<p>To proceed with printing of certificate</p> <p>Order and install projector and get quotation for laptop.</p> <p>To send out letters</p>	<p>For info</p> <p>For info</p> <p>Cecilia</p> <p>Cecilia</p> <p>For info</p> <p>Cecilia</p>
-----------------------	--	--	--

	<p>4) <u>IBG Banking</u> Committee agreed that we should look into internet banking and minimize use of cheques. Secretariat to check with bank on the requirements.</p>	<p>To check with bank requirements</p>	<p>Cecilia</p>
--	---	--	----------------

With no other matters arising the meeting ended at 4.00 pm. The next meeting will be held on 13th February 2020 at 2.30 pm at JPSFA Office.