



2 July 2020

## **Notice of Annual General Meeting 2020**

Dear brothers and sisters-in-Christ,

In our letter of 24 April 2020, we had informed that Annual General Meeting scheduled on 26 April 2020 would be cancelled due to the circuit breaker measures and would be reconvened once further details for holding virtual meetings have been released by the relevant authorities.

Notwithstanding commencement of Phase Two of the safe re-opening on 19 June 2020, restrictions on religious gatherings and social distancing are still in place and with the uncertainty as to when all restrictions will eventually be fully lifted, the Church Board has decided to convene an online Annual General Meeting instead of waiting indefinitely to hold a physical Annual General Meeting.

Notice is hereby given that the Annual General Meeting of Boscombe Life Church will be held by way of electronic means through Zoom Video Conferencing on 26 July 2020 at 11am to conduct the business set out in the Agenda, including the following:

1. Adoption of budget for the year 2020;
2. Election of members of Church Board for 2020/2021; and
3. Appointment of Auditor for financial year 2020.

This Notice has also been made available on the Boscombe Life Church website.

This Notice is accompanied by the following AGM documents:

- The Agenda
- Proxy Form
- Details of Zoom Video Conferencing by which the meeting will be conducted
- The minutes of AGM 2019
- Calendar of events for 2019 and 2020
- Audited Financial Statements for the year ended 31 December 2019
- Financial Budget for the year ending 31 December 2020

**Important notes:**

In the light of the COVID-19 situation and pursuant to the relevant order under the COVID-19 (Temporary Measures) Act 2020, the following arrangements will be adopted for the Annual General Meeting:

- (a) A member will not be able to attend the Annual General Meeting in person. A member may only attend the Annual General Meeting by observing and listening to the proceedings of the meeting by electronic means. Details of the Zoom Video Conferencing are attached in the AGM documents. Further information on how to participate in the meeting will be released closer to the date of the Annual General Meeting.
- (b) A member may submit questions to the Church Board via email to [administrator@boscombelife.org.sg](mailto:administrator@boscombelife.org.sg). The questions must reach the Church Board before 15 July 2020.
- (c) All substantial and relevant questions will be addressed by the Church Board prior to, or at, the Annual General Meeting. Questions that concern a matter that will be put to vote will be addressed by the Church Board before the closing date for the lodgement of Proxy Forms.
- (d) A member who is eligible to vote may only vote by appointing the Chairman of the meeting as the member's proxy to vote at the meeting by depositing with Boscombe Life Church the Proxy Form by email to [administrator@boscombelife.org.sg](mailto:administrator@boscombelife.org.sg) or by post to 248 Joo Chiat Road Singapore 427503 before 22 July 2020. In appointing the Chairman of the meeting as proxy, a member must give specific instructions with regards to voting in the Proxy Form, failing which the appointment may be treated as invalid.

Yours together in His service,

Lim Hui Hoon Joyce

Hon. Secretary