

**Sports Coaches Association of Singapore (SCA)**  
c/o 73, Lucky Heights, Lucky Court, Singapore 467624

10 October 2016

To: All Members  
Sports Coaches Association of Singapore

**FINAL NOTICE OF 2<sup>nd</sup> ANNUAL GENERAL MEETING**

NOTICE IS HEREBY GIVEN that, in accordance with Article 10 of the Constitution of the Sports Coaches Association of Singapore, the 2<sup>nd</sup> Annual General Meeting of the Sports Coaches Association of Singapore will be as follows:

**Date: Friday, 14 October 2016**  
**Time: 10:00am**  
**Venue: International Sports Academy**  
**1 Stadium Place, #01-11**  
**Singapore 397628**

The Agenda for the 2<sup>nd</sup> Annual General Meeting is as follows:

1. Adoption of minutes of the Inaugural Annual General Meeting held on 16 October 2015.
2. Presentation of Executive Committee Report for period 1 October 2015 to 30 September 2016, by Honorary Secretary
3. Presentation of Financial Report for period 1 October 2015 to 30 April 2016, by Honorary Treasurer.
4. Adoption of Executive Committee Report and Financial Report.
5. Panel session with Executive Committee on Reports.

As at the closing date of 7 October 2016 there was no motion(s) for discussion received.

**NOTE:**

1. In accordance with Article 10.5 of the Association's Constitution, at least 25% of the total voting membership of the Association or 30 voting members, whichever is smaller, must be present to constitute a quorum.

Thank you.

Yours sincerely,

Suzanne Tan  
Honorary Secretary  
Sports Coaches Association of Singapore