

**MINUTES OF THE SINGAPORE TAEKWONDO FEDERATION
EXTRAORDINARY GENERAL MEETING
ON SUNDAY, 9 JUNE 2024 AT 7.30PM
AT STF BEDOK NATIONAL TRAINING CENTRE**

Present:	Prof. Tan Cheng Han	President (meeting via Zoom)
	Mr. Koh Choon Seng David	Deputy President
	Mr. Sebastian Lee Yew Jin	1 st Vice President
	Mr. Lim Peng Siah Johnny	Treasurer
	Mr. Lee Thiam Poh	Assistant Treasurer
	Mr. Wong Zhen Kang	Assistant Secretary General
	Mr. Lam Kuet Keng Steven John	Board Member
	Mr. Tan Cheng Hui	Board Member
	Mr. Goh Eng Yau Laurence	Independent Board Member
Absent with Apology	Mr. Lai Han Seng	Secretary General
	Mr. Alan Chang Chi Hsung	Independent Board Member
	Mr. Koh Chin Beng	Independent Board Member
	Ms. Monique Heah Cheng Siew	Independent Board Member
	Mr. S. Sinnathurai	Independent Board Member
	Mr. Lawren Poh Tze Chap	Board Member / AC Chairman
	Full & Associate Members	See Appendix 1
	Other Attendees	See Appendix 2 and Appendix 3

The Extraordinary General Meeting (EGM) proceeded at 7.30pm with Mr. Wong Zhen Kang, the Assistant Secretary General, reporting a quorum of 35 Full Members out of 91 Full Members and another 3 Associate Members out of 45 Associate Members present at the meeting. The minimum number of Full Members required to form a quorum is 23 Full Members, which exceeded. (Please see Appendix 1 for Attendance List).

1 President's Welcome Address

Prof. Tan Cheng Han welcomed the affiliates to the Singapore Taekwondo Federation (STF) Extraordinary General Meeting (EGM).

He shared this year would be a significant year for STF as STF mark its 50th anniversary. The STF is privileged to stage the inaugural Singapore 2024 World Virtual Taekwondo Championships to be held on 16 and 17 November at the Singapore Sports Hub.

Athletes and officials from across the globe would come to experience Singapore, and together with our aspiring athletes to present this first-edition of the world virtual taekwondo championships to the world.

This would be the very first time STF would host a world international event, and STF hopes to have the continued support and participation from its affiliates.

Prof. Tan Cheng Han continued to articulate that at the EGM, four (4) resolutions would be tabled for approval. The first two (2) resolutions concerned the proposed amendments to STF constitution (version 2022) and the remaining two (2) were financial resolutions concerning the virtual taekwondo championships. These special resolutions would require at least 2/3 of the voting members present to pass them.

He concluded his address by urging the affiliates to support the resolutions to be tabled and welcome questions and clarification.

2 Presentation of Resolutions

2.1 Resolution 1: To approve amendment to STF Constitution Clause 3.1 (Agenda 2)

Mr. Wong Zhen Kang presented the existing STF Constitution Clause 3.1 and the proposed amendment, and explained the reasons for amendment per the following:

Article No.	Existing Article	Proposed Article	Reasons for Amendment
Article No. 3 Place of Business	Clause 3.1 The place of business of STF shall be at 35 Joo Chiat Place, Singapore 427759 or such other place as may from time to time be decided by the Board, subject to the approval of the Registrar of Societies. STF shall carry out its activities only in places and premises which have the prior written approval from the relevant authorities, where necessary.	Clause 3.1 The place of business of STF shall be at 7 Bedok North Street 2, Singapore 469646 or such other place as may from time to time be decided by the Board, subject to the approval of the Registrar of Societies. STF shall carry out its activities only in places and premises which have written approval from the relevant authorities where necessary.	The STF office has moved to the new address i.e. 7 Bedok North Street 2 since February 2024.

2.2 Resolution 2: To approve amendment to STF Constitution Clause 22.3 (Agenda 3)

Mr. Wong Zhen Kang presented the existing STF Constitution Clause 22.3 and the proposed amendment, and explained the reasons for amendment per the following:

Article No.	Existing Article	Proposed Article	Reasons for amendment
Article No. 22 Board Tenure	Clause 22.3 Counting from the year 2017 , Board Members may serve a maximum of eight (8) consecutive years on the Board and upon reaching this tenure limit, shall only be eligible for re-election or re-appointment to the Board after a lapse of at least two (2) years.	Clause 22.3 Counting from the year 2020 , Board Members may serve a maximum of eight (8) consecutive years on the Board and upon reaching this tenure limit, shall only be eligible for re-election or re-appointment to the Board after a lapse of at least two (2) years.	To align the countback year to the year i.e. 2020 whereby the constitution was effective at the first election. Good governance and succession planning are important and for leadership renewal to be staggered. Provide Board Members longer runway to translate and operationalise the multi-year sports plans.

2.3 Resolution 3: To seek in-principle approval for approval of purchase above \$250,000 (Agenda 4)

Treasurer Mr. Johnny Lim shared that the World Virtual Taekwondo Championships was in its planning stage. To stage an international sport event, major expenditure items such as venue overlay and venue facilities set-up, sports presentation, etc, may be above \$250,000. According to STF Financial Regulations Clause 1.1.6, purchase amount above \$250,000 (excl. Goods and Services Tax) shall be approved at General Meeting. Therefore, the STF sought in-principle approval at this EGM, which is the approving authorities for the approval to purchase with purchase amount limit above \$250,000.

2.4 Resolution 4: To seek in-principle approval for proposed utilisation of STF reserved funds amount \$250,000 to up to \$800,000 (Agenda 5)

Mr. Johnny Lim presented the following STF Constitution Article 23 Board Roles and Power:

23.1.11 Raise funds for STF and approve any expenditure from the funds and / or reserves of STF for STF's activities, subject to clause 23.1.12

23.1.12 Decisions that involve the acquisition and disposal of immovable properties or assets, and expenditures above \$0.25M - excluding the utilisation of grants, donations and sponsorships meant for specified purposes - should be approved at a General Meeting by a special resolution.

3 Singapore 2024 World Taekwondo Virtual Championships

- 3.1 Mr. Johnny Lim, the Local Organising Committee (LOC) Chairman announced that the Singapore 2024 World Virtual Taekwondo Championships would be held on 16 and 17 November 2024 at Singapore Sports Hub. He continued with the introduction of LOC in the following:

Local Organising Committee (LOC): Singapore Taekwondo Federation

Chair: Mr. Johnny Lim

Co-Chair: Mr. Tan Cheng Hui

Chair of Functional Areas

- a) Mr. Steven Lam – Contract and Legal Matters;
- b) Mr. Andy Lee – Competition Management, Venue Management and Venue Overlay;
- c) Mr. Tan Cheng Hui and Mr Lim Keng Leong – Logistics, transports and accommodation;
- d) Mr David Koh – International Liaison and Protocol;
- e) Mr. Wong Zhen Kang – Safeguarding, Anti-doping and Medical Services;
- f) Mr. Johnny Lim – Sport Technologies;
- g) Mr. Koh Chin Beng – Treasurer;
- h) Mr. Aaron Huang – Assistant Treasurer; and
- i) Ms. Monique Heah – Victory Ceremonies

- 3.2 Mr. Johnny Lim presented the reasons of hosting World Taekwondo Virtual Championships which were in line and to further the objects of STF as guided by STF Constitution Article 6 in the following:

6 OBJECTS

6.1 The Objects of STF shall be as follows:

6.1.1 Promote, develop and increase participation for the sport of Taekwondo in Singapore.

6.1.3 Unify, co-ordinate, sanction and organise Taekwondo activities in Singapore, including national and international Taekwondo tournaments, demonstrations and gradings.

6.1.4 Raise the competitive standards of Taekwondo athletes in Singapore for sustainable elite level performance at international competitions and multi-sport major games.

6.1.8 Do all things complementary or incidental to attain the aforesaid objects in Articles 6.1.1 to 6.1.7.

- 3.3 Mr. Johnny Lim shared that the projected budget of the Singapore 2024 World Virtual Taekwondo Championships would be \$1,106,000 and that the project expenses were to be borne by the LOC and not funded by World Taekwondo. In terms of funding, SportSG Grant for venue-related cost and hosting fee would be up to \$350,000 (in-principle approval). STF has also approached several philanthropic foundations and was exploring to engage a fund-raising company to canvass for donation and sponsorship.
- 3.4 President Prof. Tan Cheng Han added that from the time of the confirmation that STF to host the earlier mentioned event to the actual event date, the runway was short. While STF continued to work on raising-fund and

sponsorship, the Federation sought in-principle approval to utilise the STF reserved funds of up to \$800,000 at this General Meeting.

- 3.5 Mr. Johnny Lim continued to present the detail breakdown of the projected budget of \$1,106,000 for the Singapore 2024 World Taekwondo Virtual Championships.

Singapore 2024 World Taekwondo Virtual Championships

14

¹⁰	Projected Operational Costs/Expenditures	Estimated Amount (\$\$)			
1.1	Venue rental, venue utilities & auxiliary services	85,000	1.9	Ground Transportation & meals for officials and reception(s)	38,000
1.2	Venue facilities, logistic & equipment	142,000	1.10	Registration online, Accreditation & Ticketing Charges, Technical Meeting & Victory Ceremonies	22,000
1.3	Sport Presentation Set	166,000	1.11	Prize Money (for winning athletes) & Hosting Fee (USD \$30K)	81,000
1.4	Virtual Taekwondo competition equipment and mat	99,000	1.12	Services such as pre-event planning, post event evaluation, risk & crisis management, venue-co-ordination, etc	93,000
1.5	PR, Communication & Event Logo	34,000	1.13	Sub-total	988,000
1.6	Human resources and attire, meals & transports for volunteers	102,000	1.14	Estimated 4% inflation rate	39,000
1.7	Insurance, Public liability & Security/ Anti-doping, first aids & ambulances	46,000	1.15	Estimated 8 % for contingency, unplanned items & miscellaneous	79,000
1.8	Accommodation & Air Travel for Officials	79,000		Subtotal A	\$1,106,000

4 Question and Answer

- 4.1 Mr Wong Zhen Kang provided a recap for the four (4) resolutions presented earlier and asked if any members have any questions. There were no questions raised.

5 Vote Casting

- 5.1 Mr. Wong Zhen Kang reaffirmed the delegates present have been authorised by the STF Full Members to vote on behalf. He reiterated that anyone whom are not being authorised shall not be allowed to vote and they shall not be collecting the voting slip.
- 5.2 Before voting started, an empty voting box was presented on the table in front of all. Mr. Wong Zhen Kang introduced one scrutineer and two counting agents who would conduct the voting, and Independent Board Member (IBM) Mr Goh Eng Yau Laurence who would oversee the conduct of the voting. Subsequently, Chief Executive Officer Ms. Ang Lay Kwang called the delegates of the Full Members individually and secretariat staff Ms. Audrey Ang distributed the voting slips.

5.3 After the distribution of voting slip was completed, Mr. Wong Zhen Kang informed the voters that they may start to cast their vote. Voters were invited to come to the front to place their voting slips in the voting box.

6 Announcement of Voting Results

6.1 After all voters have placed their voting slips in the box, it was announced that the box would be opened for vote counting. The scrutineer and IBM, Mr Goh Eng Yau Laurence came forward to observe vote counting by two counting agents at close quarters. Each vote was announced and recorded real-time on excel file, projected via projector.

6.2 Mr Wong Zhen Kang announced the following results of the voting:

Agenda	Resolution	No. of Votes Secured	Approved / Not Approved
2	To approve amendment to STF Constitution Clause 3.1	35	Approved
3	To approve amendment to STF Constitution Clause 22.3	8	Not approved
4	To seek in-principle approval for proposed utilisation of STF reserved funds amount \$250,000 to up to \$800,000	35	Approved
5	To seek in-principle approval for approval of purchase above \$250,000	35	Approved

6.3 Mr. Wong Zhen Kang thanked IBM, scrutineer, counting agents, and secretariat for assisting and being part of the vote count exercise on 9 June 2024 at STF Bedok National Training Centre. (Please refer Appendix 2 and 3 for the representatives in attendance)

7 President's Closing Address

7.1 President Prof. Tan Cheng Han thanked STF members for their time in attending the EGM on 9 June 2024 at STF Bedok National Training Centre. There being no other matters, President Prof Tan called the meeting to a close at 8.27pm.

Prepared by : Ms. Jenlene Ong, Finance, Admin & HR Manager
Ms. Ang Lay Kwang, Chief Executive Officer

Vetted by : Mr. Wong Zhen Kang, Assistant Secretary General

Tan Cheng Han

Approved by : Prof. Tan Cheng Han, President

Appendix 1

Attendance List – Full Members

S/N	Full Member	Member or Authorised Delegate
1	ACME Taekwondo	Koh Cheng Jie
2	AkiraX Taekwondo	Divakumar
3	Apex Taekwondo	Yasuhito Chua
4	Aptos Sports	Xavier Lim
5	Cadre Academy	Brendan Kwan Yew Joe
6	Dynamic TKD Sports Management	David Koh
7	Eunos TKD	Teo Xiao Yan Esther
8	Induk Taekwondo Pte Ltd	Lee Na Lee
9	Integrity Taekwondo	Isaac Chua
10	J H Kim Institute (Bukit Timah)	Teo Qinyi Joanne
11	J H Kim (SGC)	Sweden Munoz
12	Jeoljeong Taekwondo	Yap Jim Cheng
13	JeongIn Taekwondo	Nur Syazwani
14	Johan Taekwondo Holland	Sim Ting Hao Benjamin
15	Kicks Martial Arts Pte Ltd	Park Changil
16	Kicks Sports	Park Changil
17	K-Masters Taekwondo	Kim Jong Seo / Jeryl Koh Hong Rui
18	LK Taekwondo	Jovann Aaron Ong Wen Rong
19	Maris Stella Taekwondo	Yee Sow Wei
20	Megaforce Taekwondo	Lim Seng Poh
21	PAP Leng Kee Taekwondo	Ng Keng Boon
22	Shingan Martial Arts Academy	Hun Teck Kwang
23	Summit Sports	Cullen Ang
24	T & T TKD	Tan Kok Seng
25	Taekwon Singapore	Yap Gin Yee
26	Taekwondo Club @ Punggol	Lim Yee Siong
27	Taekwondo Club @ Yishun	Khoo Pei Siang
28	Taekwondo Masters Academy Singapore	Lim Keng Leong
29	Taeseong Taekwondo	Chua Jia Wen Jody
30	Tao Taekwondo	Chin Tian Hwee (Desmond)
31	Top Taekwondo	Andrew Thien
32	YongIn Taekwondo (AMK HQ)	Chew Yong Hsiang
33	YongIn Taekwondo 2	Ng Liang Jun Isaac
34	YongIn Taekwondo 3 (Punggol)	Lai Shiow Chin
35	Zen Academy	Brian Peh

Attendance List – Associate Members

S/N	Associate Member	Member or Authorised Delegate
1	East Coast Training Centre	Cher Hao Kiang
2	Genesis Taekwondo	Catherine Medway
3	Mideok Taekwondo	Heng Choon Chuan

Appendix 2

Other Attendees

Attendance List

S/N	Name	Appointment
1	Ms Ang Lay Kwang	Secretariat
2	Mr Aaron Lee	Secretariat
3	Ms Audrey Ang	Secretariat
4	Ms Chen Siow Ee	Secretariat
5	Ms Jenlene Ong	Secretariat
6	Ms Jolene Ang	Secretariat

Appendix 3

Representative present at the vote count exercise on Sunday, 9 June 2024 at STF Bedok National Training Centre:

S/N	Conductors of Election	Role
1	Ms Catherine Medway	Counting Agent
2	Mr Cher Hao Kiang	Counting Agent
3	Mr Heng Choon Chuan	Scrutineer
4	Mr Goh Eng Yau Laurence	Independent Board Member

S/N	Representative	Role
1	Ms Ang Lay Kwang	Chief Executive Officer, Facilitator