



Date: 21th June 2021

**MINUTES OF THE ELEVENTH ANNUAL GENERAL MEETING OF THE ASSOCIATION HELD AT
MIIP ZOOM MEETING ON FRIDAY 11th JUNE 2021 AT 10.00AM**

PRESENT:

REPRESENTED BY:

MEMBER COMPANY

1. Tong Shew Long	A & A Concept Design & Contract Sdn Bhd
2. Mogan Perumal	A. & H. Meyer Sdn Bhd
3. Elvin Tay	Armarior Sdn Bhd
4. Herbert Koh	Artmatrix Technology Sdn Bhd
5. Seak Thean Pow	Bagus Curtain Sdn Bhd
6. Nic Tey	Best Stone Building Materials Sdn Bhd
7. Shane Mun	Big Bath Sdn Bhd
8. U Mun Liang	Can.I Interior Fit-Out Sdn Bhd
9. David Cheong	Euro Chairs System Sdn Bhd
10. Tan Chin Tian	Glass Network (M) Sdn Bhd
11. Brenda Wang	HAL Empire Sdn Bhd
12. Azman Bin Ghazali	Hunter Douglas (M) Sdn Bhd
13. Jason Tan Chwee Keat	Inovar Resources Sdn Bhd
14. Janet Lee	Jalex Sdn Bhd
15. William Chin	Kansai Paint Asia Pacific Sdn Bhd
16. Shen Hoe Yee	Meridian Chem Sdn Bhd
17. Nigel Raman	PLM Interiors Sdn Bhd
18. Tan Guan Han	Sonicon Construction Sdn Bhd
19. Bella Chong Siew Fah	Space Products Sdn Bhd
20. Tony Leong	Sunray Construction & Interior Sdn Bhd
21. Lim Gao Leong	Sykt Lian Ping Enterprise Sdn Bhd
22. Harro Koopmans	True North Furniture Sdn Bhd
23. Chris Chan	Turn Design Interior Sdn Bhd
24. Lim Sen Hsia	USG Boral Sdn Bhd
25. Sheanne Lee	Vesta Inovas Display Sdn Bhd
26. Justin Cheong	Waltex Corporation (M) Sdn Bhd
27. Chow Wing Kah	Zofar Mechanical & Electrical Engineering Sdn Bhd

OBSERVER:

1. Agnes Ang	A&A Concept Design & Contract Sdn Bhd
2. See Chee Hong	Can.I Interior Fit-Out Sdn Bhd

SECRETARIAT:

1. Steven Tan	TAC Management Sdn Bhd
2. Zann Wong	TAC Management Sdn Bhd
3. Kent Khoo	TAC Management Sdn Bhd
4. Jia Hui	TAC Management Sdn Bhd



PRELIMINARY

The President, Mr.U Mun Liang, took the Chair and welcomed members to the **Eleventh Annual General Meeting** of the Association.

QUORUM

The requisite quorum being present pursuant to **Rule 8.1** of the Association's Constitution and Rules, the Chairman declared the meeting duly convened at 10.10AM.

NOTICE

The notice convening the meeting, having been previously circulated to members, within the prescribed period under **Rule 8.6** of the Association's Constitution was taken as read.

No.	Agenda/ Matters Discussed	Action
1.	TO CONFIRM THE MINUTES OF THE ANNUAL GENERAL MEETING 2020 The Minutes of the 2020 Annual General Meeting, held on 2 nd October 2020, has been previously circulated to all members. The 10 th Annual General Meeting 2020 Minutes is adopted by the proposer Mr.Elvin Tay from Armarmor Sdn Bhd and seconded by Mr.David Cheong from Euro Chairs System Sdn Bhd, the Minutes of the 10 th Annual General Meeting 2020 was confirmed and signed by the President as a correct record of the proceedings.	INFO
2.	TO RECEIVE THE COMMITTEE'S REPORT (a) President's Speech "A very good morning and a warm welcome to MIIP 11 th Annual General Meeting to all our members & Committees attending our 11 th AGM thru online platform. Since the last committee's election held, back in 2019, we have received continues support for our existing members and new members even when the pandemic kicks in, on 1 st quarter of 2020. Our 2019 – 2021 Committee's would like to take this opportunity to extend our gratitude for all the support from our members especially to those members who have come forward to give an in-deep info of their trade and business. Although, we have had call off most of the event due to the strict SOP imposed by our government, our committee is working with other corporate / Institute / Government Agencies / related association to conduct possible activities, forum, meetings, collaboration and potential marketing platform for our members to participate. List below are a few of the event in our future pipe line for your easy reference. (i) Forum / talks and have seek CIDB approval for CCD points to be given away for our participant. (ii) On line team building activities (iii) Working with CIDB to organize physical interview certification for Construction Project Manager, Construction Manager and Construction Site Supervisor. (iv) On line forum to introduce members products and material specification to higher learning institute (future ID specifier).	INFO



	<p>(v) Interior Design Specifier Market – a B to B networking for potential projects</p> <p>Special thanks to our members contribution towards in sharing knowledge and technical info thru the forum and making these event more meaningful and our Hon. Secretary will share the detail information on the past event from July 2020 to June 2021 to all our members shortly.</p> <p>This year our AGM, we will be holding the election for new committee for year 2021 to 2023. We have received a good respond of 28 nominees on the nomination of various post and our association secretary will share the information to all our members shortly.</p> <p>We will be launching MIIP awards for year 2021 with additional awards being introduce to our members to participate.</p> <p>The awards area:</p> <p>A. Interior Fit-Out Builder</p> <ul style="list-style-type: none">➤ Retail➤ Hospitality➤ Food & Beverage Outlets➤ Commercial Office➤ Public Design➤ Residential <p>B. Manufacturers and Material Supplier</p> <p>Category 1: Innovative and Creative Use of</p> <ul style="list-style-type: none">➤ Wall Covering & Soft Furnishing (veneer, laminate, stone, artificial material, acoustic panel), Special effect finishes, Curtains & blinds, glazing and etc.➤ Flooring (Vinyl, carpet, timber, stone & etc)➤ Decorative & Architectural Lighting➤ Fitments, Fixtures & Sculpture <p>Category 2: Product Excellence</p> <ul style="list-style-type: none">➤ Furniture (bathroom, Living room, bedroom & office furniture)➤ Fitting & fixtures (Architectural Window & Doors, Sanitary Fittings & Accessories, Furniture fittings, Cable management system, Architectural products etc.)➤ New Norm Lifestyle <p>C. Safety, Health and Environment Management</p> <ul style="list-style-type: none">➤ Safety, Health & Environment management implementation for contractor registration with CIDB under G7 and G6➤ Safety, Health & Environment management implementation for contractor registration with CIDB under G5 and G4.➤ Safety, Health & Environment management implementation for contractor registration with CIDB under G1, G2 & G3.➤ Safety, Health & Environment management implementation for manufacturing plant.	INFO
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In addition, we would like to inform our members that our 2021 Gala Dinner & Awards have been target to be held on the month of October but subject to situation. We will notify our members once we have the finalize the date and venue in due date.

Later, Mr.CT Tan our Honorary Secretary share his report for year 2020 – 2021 and followed Ms.Brenda Wang (our Honorary Treasurer) report on our accounts / financial status for the same period.

Last but not least, I would like to take this opportunity to extend my warmest appreciation to our current EXCO & Committee for your contribution towards MIIP and a special thanks to Ms. Janet Lee (our Immediately Past President) for her guidance and advice. Hope the past committees could continue to contribute their experience & guidance to our newly elected Committees.

I would like to pass on to our Honorary Secretary Mr.CT Tan to proceed with his report. Thank you.”

(b) Committee’s Report

Mr.CT Tan, the Honorary Secretary, presented his report and the salient points were noted:

Membership Status: 89 members

Events:

Year 2020

February	Visited “Pertubuhan Kebajikan Warga Emas Kenang Budi Kuala Lumpur” in Section 11 PJ. Contributed essential food, medicines, donations and “ang paws” to the centre.
April	“Decontamination, The New Normal/ How Can We Help and What Do We Benefit?” by Mr Billy Yee of Meridian Chem Sdn Bhd
May	“Controlled Demolition Works – No Concrete Is Too Hard” by Mr.G.H. Tan of Sonicon Sdn Bhd
July	“Sustainability Training for MIIP: Effective Ways To Implement Green Building Elements In Your Fit-Out Project” by Ms. Sheena Moses, Mr. Gregers Reimann, Mr. Suwan Bonma and Mr. Bjorn Bull Hansen of IEN Consultants Sdn Bhd
August	“Contract Issues During Covid 19” by Rajendra Navaratnam of Azman Davidson & Co “Corporate Liability Provision (Section 17A of the Malaysian Anti-Corruption Commission Act 2009) – Are You Ready? By Mr. H.Y Chong of Azman Davison & Co
September	“Retrenchment Or Retention: Navigating the New Normal” by Miss Sonia Abraham and Miss Allison Ong of Azman Davidson & Co

	<table><tr><td>October</td><td>“An Understanding the Millennial Market & Getting Ready for The New Market in the COVID-19 Era” by Eric Leong of One Academy</td></tr><tr><td>November</td><td>“10 Things You Must Know About Window Coverings” by Mr.Teh of Elyza’s Home (M) Sdn Bhd</td></tr></table>	October	“An Understanding the Millennial Market & Getting Ready for The New Market in the COVID-19 Era” by Eric Leong of One Academy	November	“10 Things You Must Know About Window Coverings” by Mr.Teh of Elyza’s Home (M) Sdn Bhd	INFO
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<u>Year 2021</u>						
January	“Certified Construction Management Accreditation Program (CCM) Level 5” by Pn. Nadzhatul Syamiru Usmaiza Othman of CIDB					
February	Zoom Dialouge with MIID (Malaysia Institute of Interior Designers) new office bearers on matters pertaining to collaboration between our 2 associations					
March	“Optimise Functional Performances And Aesthetic Finishes For Interior Design Works With Drywalls And Ceiling” by Asmahaili Ismail of USG Boral					
April	Participated in MBAM Affiliate Members Dialogue to foster better understanding and cooperation. Invited by CIDB to attend Webinar on the initiative of “Safe@Work” conducted by MITI					
June	11 th AGM					
The Committee Report was duly approved upon the proposal of Mr.U Mun Liang from Can.I Interior Fit Out Sdn Bhd and seconded by Ms. Sheanne Lee from Vesta Inovas Display Sdn Bhd.						
3.	TREASURER’s REPORT The Honorary Treasurer, Ms Brenda Wang, presented the Audited account of the Association for the year 2020. She was pleased to inform that the accounts closed at RM325,310 in year 2020, with a surplus of RM54,448 over expenditure. The increase of the income from Annual Subscription was due to new members joining. Due to the current Covid -19 Pandemic situation, activities have been cut off, therefore there is lack of income. As there were no questions from the floor, the Audited Accounts for the year ended 2020 was duly approved upon the proposal of Mr.Lim Gao Leong from Sykt Lian Ping Enterprise Sdn Bhd and seconded by Mr.Tong SL from A & A Concept Design & Contract Sdn Bhd.	INFO				
4.	PROPOSE OF OPENING NEW BANK ACCOUNT TO FACILITATE INTERNET BANKING The committees proposed to open a new bank account to better facilitate internet banking, as due to the Covid 19- Pandemic, current banking process in Hong Leong has hocked the cheque payment & banking transaction.	INFO				



	<p>Mr. Azman shared his concern about opening the new banking account such as number of authorizers in approving the payment and limitation in the process of authorization.</p> <p>He also shared about the usual practice for speedy approval. To response on Mr.U’s statement, he suggested that two authorizers is preferred.</p> <p>Ms.Brenda shared that the required authorizer should be President and Treasurer. The bank requires the authorize signatory to sign the e-banking form upon opening the bank account. The total payment amount should be set based on the constitution.</p> <p>Mr U responded that the current bank account was opened in Taman Desa and the account has to be closed before registering the bank account under their HQ Branch which is near MIIP Office. At such, the committees proposed to open a new account in Public Bank instead. He further explained that Public Bank allow to have two authorizers for every transaction. The association secretary will be assigned to be a maker for all transactions, and transactions have to be approved by 2 authorized signatories.</p> <p>Mr.Steven responded according to constitution (Financial Provision), it is stated that the Treasurer can hold a petty cash not exceeding RM 1,000. Besides that, authorized should assigned to either President, Vice President, Secretary or Treasurer. The authorize amount is up to RM 10,000 at any one time, if more than that it has to be put on the EOGM agenda.</p> <p>As there were no further questions from the floor, the propose of opening of new bank account to facilitate internet banking approved upon the proposal of Mr.Azman Bin Ghazali from Hunter Douglas (M) Sdn Bhd and seconded by Mr.Seak Thean Pow from Baagus Curtain Sdn Bhd.</p>	INFO																
5.	<p>ELECTION OF COMMITTEE MEMBERS FOR 2021-2023 TERM:</p> <p>The Secretariat had emailed Preliminary Notice, Nomination Form to all members 30 days prior to the 11th Annual General Meeting.</p> <p>The nomination forms, duly proposed and seconded, were returned to the association before the closing deadline. The election was bring carried as follow:</p> <p>(a) President:</p> <table> <tr> <td>Nominee</td> <td>(1) Mr.Tong SL, A&A Concept Design & Contract Sdn Bhd</td> </tr> <tr> <td>Elected</td> <td>Mr.Tong SL, A&A Concept Design & Contract Sdn Bhd</td> </tr> <tr> <td>Proposer</td> <td>Mr.Elvin Tay</td> </tr> <tr> <td>Seconder</td> <td>Ms.Brenda Wang</td> </tr> </table> <p>(b) Vice President:</p> <table> <tr> <td>Nominees</td> <td>(1) Mr.Herbert Koh, Artmatrix Technology Sdn Bhd</td> </tr> <tr> <td>Elected</td> <td>Mr.Herbert Koh, Artmatrix Technology Sdn Bhd</td> </tr> <tr> <td>Proposer</td> <td>Ms.Sheanne Lee</td> </tr> <tr> <td>Seconder</td> <td>Mr.Tong SL</td> </tr> </table>	Nominee	(1) Mr.Tong SL, A&A Concept Design & Contract Sdn Bhd	Elected	Mr.Tong SL, A&A Concept Design & Contract Sdn Bhd	Proposer	Mr.Elvin Tay	Seconder	Ms.Brenda Wang	Nominees	(1) Mr.Herbert Koh, Artmatrix Technology Sdn Bhd	Elected	Mr.Herbert Koh, Artmatrix Technology Sdn Bhd	Proposer	Ms.Sheanne Lee	Seconder	Mr.Tong SL	ALL
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Seconder	Mr.Tong SL																	

	(c) Honorary Secretary:		ALL
	Nominees	(1) Mr.Jason Tan Chwee Keat , Innovar Resources Sdn Bhd (2) Mr.Tony Leong , Sunray Construction & Interior Sdn Bhd	
	Elected	Mr.Tony Leong , Sunray Construction & Interior Sdn Bhd	
	Proposer	Mr.Elvin Tay	
	Seconder	Mr.CT Tan	
	(d) Honorary Treasurer:		
	Nominee	(1) Ms.Brenda Wang , HAL Empire Sdn Bhd	
	Elected	Ms.Brenda Wang , HAL Empire Sdn Bhd	
	Proposer	Ms.Janet Lee	
	Seconder	Mr.Seak Thean Pow	
	(e) Ordinary Committee Members For 2021 – 2023 Term:		
	Nominees	(1) Mr.Shane Mun , Big Bath Sdn Bhd (2) Mr.Jason Tan Chwee Keat , Inovar Resources Sdn Bhd (3) Ms.Janet Lee , Jalex Sdn Bhd (4) Mr.Nigel Raman , PLM Interiors Sdn Bhd (5) Ms.Bella Chong Siew Fah , Space Products Sdn Bhd (6) Mr.Justin Cheong , Waltex Corporation (M) Sdn Bhd (7) Ms.Lim Sen Hsia , USG Boral Sdn Bhd (8) Mr.David Cheong , Euro Chairs System Sdn Bhd (9) Mr.Lim Gao Leong , Sykt Lian Ping Enterprise Sdn Bhd (10) Mr.Tay Seng Chai , Armarior Sdn Bhd (11) Mr.Tan Guan Han , Sonicon Construction Sdn Bhd	
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	Proposer	Mr.Seak Thean Pow	
	Seconder	Mr.Tong SL	
(f) Internal Auditor:			
Nominee	Ms.Sheanne Lee , Vesta Inovas Display Sdn Bhd		
Elected	Ms.Sheanne Lee , Vesta Inovas Display Sdn Bhd		
Proposer	Mr.David Cheong		
Seconder	Mr.U Mun Liang		
6.	CONCLUSION Mr. U thanked and congratulates all the new committees hope to have a better 2021 – 2023. Mr.U passed the session over to newly elected president Mr.Tong SL. President Mr.Tong SL shared his welcome speech as follow:		INFO



<p>Good morning, ladies and gentlemen, it is an absolute honor and privilege to stand before you and utter the most awaited words “Yes, I accept to be the President of MIIP for the year 2021 to 2023”. Congratulations to our new vice president, Mr. Herbert Koh, Honorary Secretary, Mr. Tony Leong, Honorary Treasurer, Ms. Brenda Wang, our new executive committee members, and all our fellow MIIP members who have shown their confidence in me. However, a single head achieves nothing, so I am counting on your support to achieve the growth and goals for the MIIP. The Covid-19 pandemic has disrupted our lives and shaken our certainties. We need to keep our distance, avoid face-to-face meetings, and stay home. The restrictions have a huge impact on our economy, our social life and, of course, on our MIIP activities. It’s not business as usual, we can’t reuse the scripts of past years, we have to go back to the drawing board. We’re being forced to go back to the base. What do we want to preserve as an association, and what do we want to improve? What binds us, what we are proud of, what do we want to be associated with, and what added value do we have for the MIIP? This has to be reflected in everything we do. We will have to adjust the format of our activities because of Covid-19 restrictions, but as an association we have demonstrated sufficient resilience to adapt to the situation. We will continue to do what we believe in and are good at. We have already embraced the digital transformation.</p> <p>We have a virtual meeting, online AGM and voting. And there are so many more possibilities. Geographical distances are no longer relevant. The world has become smaller and more accessible. As MIIP executive committee 2021 – 2023, our focus for this year will be “Engagement”. We strive to increase the involvement of our members in MIIP’s activities, responding as much as possible to their vocation, expertise and interest. We all joined MIIP for some reason and with a certain expectation. Let’s go back there and pick those activities that give us the most energy and give us that proud feeling of being the MIIP members. I look forward to your feedback. Let’s make it a vibrant year together. Engagement also means that we support each other, give enough attention to our members. Even though we have to keep physical distance, in our hearts and thoughts we remain connected to each other. In these times, that is especially important.</p> <p>Let me conclude by expressing my appreciation and gratitude to the Immediate Past President, Mr.U, for the past MIIP year. You raised the bar and led the committee in a motivating way. As a new executive committee, we are happy to follow your footsteps, on the way to another vibrant MIIP year. Thank you, Ms.Janet Lee (Jalex), Mr.Elvin Tay (Armarior), Mr.Jason Tan (Inovar Resources), Mr.Shane Mun (Big Bath), Ms.Bella Chong (Space Products), Mr.Tan Guan Han (Sonicon Construction), Mr.Justin Cheong (Waltex Corporation) for your energy and commitment to join me in embarking on this challenging journey, and thank you MIIP members for your trust. I call upon you for your support and commitment to make this year another successful and inspiring one.</p> <p>Thank you.</p>	INFO
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	In closing, Mr.U thanked Ms.Sheanne Lee, Ms.Brenda Wang and Mr.CT Tan for their contribution as the office bearers.	
7. OTHERS	<p>Mr.Tong SL, proposed a committee meeting to be held on 16th June 2021, 10:00am in order to arrange the appointment of sub-committees for various MIIP programme. Secretariat will coordinate the proposed EXCO meeting and facilitate the response from EXCO for the meeting.</p> <p>There being no other matters, Mr.U proposed the closure of the Annual General Meeting, closed at 12.00PM and seconded by Mr.Azman Bin Ghazali from Hunter Douglas (M) Sdn Bhd.</p>	Tong SL, & Secretariat

Meeting adjourned at **12:00pm**.

Confirmed as a correct record of the proceedings,

Mr.Tong SL – President for 2021 - 2023

Meeting Minutes circulation list:

President	- Mr.Tong SL, A&A Concept Design & Contract Sdn Bhd
Vice President	- Mr.Herbert Koh, Artmatrix Technology Sdn Bhd
Hon. Secretary	- Mr.Tony Leong, Sunray Construction & Interior Sdn Bhd
Hon.Tresurer	- Ms. Brenda Wang, Hal Empire Sdn Bhd
Immediate Past President	- Mr.U Mun Liang, Can.I Interior Fit-Out Sdn Bhd

Ordinary Committee:

- (1) Ms.Janet Lee - Jalex Sdn Bhd
- (2) Mr.Elvin Tay Seng Chai - Armarior Sdn Bhd
- (3) Ms.Bella Chong Siew Fah - Space Products Sdn Bhd
- (4) Mr.Jason Tan - Inovar Resources Sdn Bhd
- (5) Mr.Shane Mun - Big Bath Sdn Bhd
- (6) Mr.Justin Cheong - Waltex Corporation (M) Sdn Bhd
- (7) Mr.Tan Guan Han - Sonicon Construction Sdn Bhd

Secretariat/Association Administrator:

- (1) Mr.Steven Tan - TAC Management Sdn Bhd
- (2) Mr.Kent - TAC Management Sdn Bhd
- (3) Ms.Zann Wong - TAC Management Sdn Bhd
- (4) Ms.Jia Hui - TAC Management Sdn Bhd