



## MALAYSIAN ASSOCIATION OF CLINICAL BIOCHEMISTS

(Persatuan Ahli Biokimia Klinikal Malaysia)

Division of Biochemistry, Institute for Medical Research

Jalan Pahang, 50588 Kuala Lumpur, Malaysia.

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Minutes of the 32<sup>nd</sup> Annual General Meeting (AGM) of Malaysian Association of Clinical Biochemists (MACB) held virtually on the 24<sup>th</sup> September 2022 via Microsoft Team.

### PRESENT:

- 1 FIRDAUS AZIZ
- 2 SHARIFAH KHAIRUL ATIKAH
- 3 NABIHAH NORDIN
- 4 DR MOHD JOKHA YAHYA
- 5 NOOR ALICEZAH MOHD KASIM
- 6 GOH MUN HON
- 7 RUSLI BIN IBRAHIM
- 8 BEH WEI PING
- 9 ROZIELA ABU BAKAR
- 10 DR PAVAI STHANESHWAR
- 11 AZUAN MUHAFIZ BIN ABDUL KARIM
- 12 VANI A/P MUNUSAMY
- 13 CHUO PECK HAM
- 14 MUNIRAH MD MANSOR
- 15 NOOR HIDAYAH KUSHAIRI
- 16 NOOR HIDAYAT HUSSAIN
- 17 JOAN YEOH
- 18 DR NORLIDA HARUN
- 19 NOORNATISHA SALLEH
- 20 LAU KIM BEE
- 21 CHEW YEE YEAN
- 22 LESLIE CHARLES LAI CHIN LOY
- 23 TUNKU MARINAH
- 24 ARLIZAN BAIZURA ARIFFIN
- 25 CHEW LI PING
- 26 ROSMANI ISMAIL
- 27 DR. RAJA ELINA BINTI RAJA AZIDDIN
- 28 ROHAIYU BINTI ISMAIL
- 29 YUSNIZA MAMAT
- 30 CHAN RU SIN
- 31 SIVASAGKARI SUPREMANIAM
- 32 WENNA NALLANCE LIM
- 33 NURULAMIN BIN ABU BAKAR
- 34 LIM KEE KEE
- 35 NOORAZRIN
- 36 LINA WATI BINTI DURANI
- 37 WONG SIEW SIEW
- 38 KAMISAH KARIM
- 39 AINUL LIZA
- 40 CHEN BEE CHIN

## **1.0        Opening of Meeting and President's Address**

The Chairman, Y.M Raja Dr Elina binti Raja Aziddin, President of MACB, called the meeting to order at 11.05 am as the requisite quorum was present. The Chairman extended her warm welcome to all members present and thanked them for attending the meeting virtually. She went on to remind members on their membership subscription and briefly described the various benefits of active members. The Chairman also gave a short presentation on the current and future plans of the MACB.

## **2.0        Adoption and Confirmation of the 31<sup>ST</sup> AGM Minutes**

The minutes of the 31<sup>ST</sup> MACB AGM, which was held virtually on the Microsoft Team platform on 26<sup>TH</sup> October 2021, were presented and adopted.

Proposer : Mdm Lau Kim Bee

Seconder: Dr Pavai Sthaneshwar

## **3.0        Adoption of the Annual Report 2021/2022**

The annual report was presented by the Secretary and the Chairman of each subcommittee. The Annual Report was adopted.

Proposer : Dr Nurulamin bin Abu Bakar

Seconder: Dr Munirah Md Mansor

## **4.0        Adoption of Audited Accounts for the Year Ending 31<sup>st</sup> December 2021**

The audited account for 2021 was presented by Treasurer. The Chairman then invited members to comment or ask for any clarification on the annual accounts of the association. The Chairman put the motion to adopt the account. The account was adopted unanimously.

Proposer : Mr Firdaus Aziz

Seconder : Ms Vani Munusamy

## **5.0        Election of Council Members for Year 2022/2024 Session**

The MACB Council was successfully re-elected for the 2022–2024 term. One of the MACB Council Member, Dr Badrul Amini is not standing for the upcoming election. All nominations were submitted to MACB by 31st August 2022.

The following outgoing Council Members are uncontested.

President	Y.M. Raja Dr. Elina binti Raja Aziddin
Vice-President	Y.M. Tunku Datin Marinah Ashraf binti Tunku Abdullah
Secretary	Chuo Peck Ham
Assistant Secretary	Sivasangkari a/p Supremaniam
Treasurer	Chen Bee Chin

Five candidates contested for the four (4) council member posts. Voting was conducted by MS Team at the 32nd Annual General Meeting (AGM) of the Malaysian Association of Clinical Biochemists (MACB). All members who attended the meeting were invited to cast their votes using the e-voting facility provided. The candidates in the contest were as follows:

1. Chew Yee Yean
2. Vani a/p Munusamy
3. Rozuela binti Abu Bakar
4. Dr Nurulamin Abu Bakar
5. Dr Norlida Harun

The new MACB Council was elected via e-Voting and announced on the 32<sup>nd</sup> MACB Annual General Meeting (AGM) which was held virtually on 24th Sept 2022. The new Council is as follows:

President	Y.M. Raja Dr. Elina binti Raja Aziddin
Vice President	Y.M. Tunku Datin Marinah Ashraf binti Tunku Abdullah
Secretary	Chuo Peck Ham
Assistant Secretary	Sivasangkari a/p Supremaniam
Treasurer	Chen Bee Chin
Council Member	Vani a/p Munusamy Rozuela binti Abu Bakar Chew Yee Yean Dr Nurulamin bin Abu Bakar

## **6.0 Appointment of Auditors for the Current Financial Year 2022**

The meeting appointed the following two (2) internal auditors for the current financial year:

1. Dr Pavai Sthaneshwar (University Malaya of Medical Centre)
2. Dr Munirah Md Mansor (Hospital Canselor Tuanku Muhriz UKM)

The Chairman then took up the consideration regarding the re-appointment of a registered auditor, SYS Koh and Co as statutory auditor of the association from the conclusion of this AGM.

## **7.0 Resolution of Constitution Amendments**

The Vice President, Tunku Marinah raised some resolution for amendments to clauses 1.2, 4.2, 4.3, 6.3, 9.2, 9.4 and 10.1 and additions to clauses 6.12 and 10.3 and communicated these points to all members. Here are some of the new points to take note

- a) Amendment to the MACB office address
- b) Annual subscription shall be payable by 15th of Feb of each calendar year
- c) After 15th of Feb, member shall be denied their membership privilege
- d) AGM is allowed to be held virtually
- e) All notices, agenda, minutes, reports, audited accounts, nominations and balloting may be sent or received by mail or electronic media
- f) Increment of petty cash to RM1500. Any excess of this amount shall deposited in a

bank approved by the Council within seven days

- g) Expenditure exceeding RM5,000 at one time with Council's approval.
- h) Expenditure exceeding RM50,000 at one time with General Meeting approval.
- i) The President, Secretary or Treasurer can incur any expenditure less than RM5,000.
- j) Two persons or more (not MACB Council) shall be appointed as Honorary Auditors for the current year account during MACB AGM. They shall not be reappointed the next subsequent year.

The vice president of the MACB further informed all members that

- a) No Life Membership admission since 1.1.2016
- b) Members with outstanding fees of more than 2 years shall cease to be a MACB member and the Council may take legal action against them, provided that they have received the outstanding notice.

Please refer to **Appendix 1** for more details.

## **8.0 Any other Matters**

The Chairman thanked the members for attending the AGM and for their active involvement. After all the items of the agenda being transacted with some new issues raised, the 32<sup>ND</sup> AGM was adjourned at 1.30 pm.

Prepared by:



**CHUO PECK HAM**  
Secretary  
MACB Council 2022/2024

Certified Correct by:



**RAJA DR ELINA RAJA AZIDDIN**  
President  
MACB Council 2022/2024

**MACB CONSTITUTION AMENDMENTS 2022**

**A. RESOLUTION**

**Clause 1**

1.2 Its registered place of business shall be Division of Biochemistry, Institute for Medical Research, Jalan Pahang, 50588 Kuala Lumpur or at such other place or places as may from time to time be decided on by the Council. The registered place of business of the Association shall not be changed without the prior approval of the Registrar of Societies.

**Amendment**

Its registered place of business shall be MACB Office at No 17-07, Tingkat 17, Menara Arina Uniti, No 97, Jalan Raja Muda Abd Aziz, Kampong Baru, 50300 Kuala Lumpur or at such other place or places as may from time to time be decided on by the Council. The registered place of business of the Association shall not be changed without the prior approval of the Registrar of Societies.

**Clause 4**

4.2 Each member shall, upon admission pay the admission fee and the full year's subscription (if required), and thereafter the same annual subscription shall be payable to the Treasurer in advance before the 15<sup>th</sup> of January.

**Amendment**

Each member shall, upon admission pay the admission fee and the full year's subscription (if required), and thereafter the same annual subscription shall be payable to the Treasurer in advance before the 15<sup>th</sup> of February.

4.3 Any member who allows his arrears to exceed one calendar year's subscription shall receive a written notification signed by or on behalf of the Secretary, and shall be denied the privileges of membership until he settles his account.

**Amendment**

Any member who allows his arrears to exceed 15<sup>th</sup> February of each year shall receive a written notification signed by or on behalf of the Secretary by mail or electronic mail, and shall be denied the privileges of membership until he settles his account.

**Clause 6**

6.3 An Annual General Meeting of the Association shall be held as soon as possible after the close of each financial year but not later than 31<sup>st</sup> March on a date and at a time and place to be decided by the Council. The business of the Annual General Meeting shall be: -

**Amendment**

An Annual General Meeting of the Association shall be convened by the Council once a year as soon as practicable after the close of the financial year on a date and at a time and place to be decided by the Council. The Annual General Meeting may be held virtually if decided so by the Council.

**To add**

6.12 All notices, agenda, minutes, reports, audited accounts, nominations and balloting may be sent or received by mail or electronic media. If given by electronic media, it shall be deemed to be delivered when it is tagged sent by the software.

### **Clause 9**

**9.2** The Treasurer may hold a petty cash advance not exceeding one thousand ringgit at any one time. All money in excess of this sum shall within seven days of receipt be deposited in a bank approved by the Council. The bank account shall be in the name of the Association.

### **Amendment**

The Treasurer may hold a petty cash advance not exceeding one thousand and five hundred ringgit at any one time. All money in excess of this sum shall within seven days of receipt be deposited in a bank approved by the Council. The bank account shall be in the name of the Association.

**9.4** No expenditure exceeding five thousand ringgit at any one time shall be incurred without the prior sanction of the Council and no expenditure exceeding fifty thousand ringgit in any one month shall be incurred without the prior sanction of a general meeting. Expenditure less than five thousand ringgit may be incurred by the President together with the Secretary or the Treasurer.

### **Amendment**

No expenditure exceeding five thousand ringgit at any one time shall be incurred without the prior sanction of the Council and no expenditure exceeding fifty thousand ringgit in 14 days in any one month shall be incurred without the prior sanction of a general meeting. Expenditure less than five thousand ringgit may be incurred by the President together with the Secretary or the Treasurer.

### **Clause 10**

**10.1** One person or more, who shall not be office bearers of the Association shall be appointed by the annual general meeting as Honorary Auditors. He/they shall hold office for one year only and shall not be reappointed the next subsequent year.

### **Amendment**

Two persons or more, who shall not be office bearers of the Association shall be appointed by the annual general meeting as Honorary Auditors. He/they shall hold office for one year only and shall not be reappointed the next subsequent year.

### **To add**

10.3 External certified/licensed auditors may be appointed by the council.

### **Others**

**Language: to change to English (in ROS system)**

## **B. REMINDER**

### **Clause 3**

**3.2** There shall be the following classes of membership of the Association, namely:

- Fellow
- Ordinary Member
- Associate Member
- Honorary Fellow
- Corporate Member
- Life Member (not available from 1.1.2016)
- Retired Member

**3.2.6** “Life Member” shall be such person as comply with the requirement of paragraph 3.1 hereof, who has been an “Ordinary Member” for a minimum of five years and has applied for life membership by submitting the required subscription fee, subject to approval by the Council.

The admission of new “Life Members” will cease with effect from 1.1.2016. However, existing “Life Members” will continue to be entitled to all benefits and privileges of membership as before.

**3.3** A Fellow, Ordinary Member, Associate Member or Life Member who ceases to be wholly or mainly occupied in the practice of clinical biochemistry shall not by reason thereof ceases to be a Life Fellow, Ordinary Member, Associate Member or Life Member unless the Council so decides.

**3.6** Upon the admission of a person as a Fellow, an Ordinary Member, a Life Member or a Retired Member, he shall become entitled to all the benefits and privileges of membership of the Association and subject to all the obligations thereof and shall be bound by the provisions of this Constitution.

#### **Clause 4**

**4.4** Any member who allows his arrears to exceed two calendar year’s subscription shall automatically cease to be a member of the Association, and the Council may direct that legal action be taken against him, provided that they are satisfied that he has received due notice of his debts.

**4.7** Paragraphs 4.3, 4.4 and 4.5 shall not apply to Life, Honorary Fellow or Retired Members.