AGENDA:

1. Welcome address from Deputy Principal
2. Election of new office bearers
3. Message from the outgoing Chairperson, Mdm. Hu Man Chun
4. Handover ceremony to the new PTA committee
5. A.O.B

Honorary Secretary,
Meeting Notes of the 1st Meeting of the 2009/2010 Management Committee of the Parent Teacher Association, CHMS, Kuala Belait held on Monday, 27th April 2009 at 7.30 pm at Conference Room, CHMS.

### Attendance

<table>
<thead>
<tr>
<th>Former committee members</th>
<th>New committee members</th>
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<tr>
<td>Terry Douglas Jayasuriya</td>
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<td>Jaime Lim Siew Lee</td>
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<td>Hu Man Chun</td>
<td>Keith Fernando</td>
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<td>Bong Poh Yuk</td>
<td>Rosliani Binti Kamaluddin</td>
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<td>Yong Siew Leng</td>
<td>Liew Shin Min</td>
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<td>Ngau Mee Shing</td>
<td>Gerard Sung</td>
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<td>Hamidah Hj Matasan</td>
<td>Tony Leong</td>
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<td>Andy Leandro M. Anor</td>
<td>Wong Siew Chin</td>
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<td>Teo Geuk Noi</td>
<td>Nur Liyana Abdullah Liew</td>
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<td>Goh Swee Khim</td>
<td>Michelle Chen Macaulay</td>
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<tr>
<td>Tony Leong</td>
<td>Bong Poh Yuk</td>
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<tr>
<td>Grace Lo Siaw Pei</td>
<td>Ajayan P. Vasu</td>
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<td>Sherefin Wong</td>
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<td>Grace Lo Siaw Pei</td>
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Prepared By, 

HONORARY ASSISTANT SECRETARY  
[Liew Shin Min]

Endorsed By,  

HONORARY CHAIRMAN  
[Terry D Jayasuriya]
ITEM | DESCRIPTION
---|---
1. | Opening Remarks
Jaime Lim mentioned the two items on the agenda:
(a) Handover of 2007-2008 office bearers’ duties to the newly elected committee for 2009
(b) Election of 2009 committee members

2. | Election of new office bearers
Some teachers had been pre-selected for various offices as follows:
Jaime Lim: 1st Deputy Chairperson
Gerard Sung: Assistant Secretary
Sherelin Wong: Assistant Treasurer
Nur Liyana Abdullah Liew: Committee member
Wong Siew Chin: Committee member
Grace Lo: Committee member

The following parents were elected to the remaining offices:
Terry D Jayasurya: Chairperson
Keith Fernando: 2nd Deputy Chairperson
Rosliani Binti Kamaluddin: Secretary
Liew Shin Min: Assistant Secretary
Tony Leong: Treasurer

3. | Message from the outgoing Chairperson, Mdm. Hu Man Chun
The outgoing Chairperson, Hu Man Chun, thanked the new committee members for their presence. She also thanked the 2007-2008 members for their numerous contributions and hard work. She opined that parents were generally scared to spend time needed for PTA activities and hoped that the new members would do their best.

4. | Handover ceremony to the new PTA committee
Hu Man Chun handed over the PTA file to Terry, the new Chairperson. Terry emphasized the importance of continuity of members. He praised Hu Man Chun for her hard work and hoped that the good work should not be put aside or forgotten by the new members.
Members should feel proud as they represented the school students. Many parents were not clear about what our PTA could do; they could make enquiries or make suggestions. Terry would like fresh ideas from new teachers and parents. He emphasized the need for members to understand the PTA constitution.

5. | A.O.B
a) Members were asked which days were more convenient for them to attend meetings. Most
ITEM | DESCRIPTION
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pREFERRED MONDAYS OR WEDNESDAYS.

b) The Chairperson asked for comments from outgoing members. The following were some:

Teo Geuk Noi: Many activities were suggested but not approved by the school; PTA should be given more independence. (Jaime Lim said the school had to decide what was suitable for the students.)

Andy Leandro: PTA should raise funds to be self-sufficient; students could contribute $1 each per year. Then parents would have a sense of belonging. (Bong Poh Yuk, the outgoing Treasurer, informed members that activities targeted mainly Primary 6 and Form 5 students, so a collection was not done.)

Goh Swee Khim: PTA could help with school’s Sports Day, First Aid and the like.

Yong Siew Leng: Rome was not built in a day. PTA should not be too eager to do too many things at a time.

c) Members decided that the next PTA meeting would be held on 13th May, 2009.

d) Hu Man Chun, in closing the meeting, thanked everyone for their presence and hoped for more ideas from new members.

Close Of Meeting

There being no other business, the meeting adjourned at 9.30 p.m.