

28th September 2020

**NOTICE OF EXTRAORDINARY GENERAL MEETING OF
GEYLANG EVANGELICAL FREE CHURCH LTD**

NOTICE IS HEREBY GIVEN that the Extraordinary General Meeting (EGM) of the Church will be held on Sunday, 25th October 2020, at 11.00am by way of electronic means through Zoom Video Conferencing. A number of members may be permitted to watch the conduct of the virtual EGM at its onsite location of the recording.

Purpose of EGM:

AGENDA

1. To appoint Jonathan Teo Heng Leng as Pastor with effect from 1 Dec 2020 or such sooner date as the Council shall decide.
2. Any other matters.

This notice has also been made available on the Geylang Evangelical Free Church website since Monday, 28 September 2020 and may be accessed at <https://geylangefc.org>

The following EGM documents will be sent to members separately via email and via post:

- EGM Notice
- Proxy Form
- Information sheet on Pastor Jonathan Teo Heng Leng

Important Notes

In light of the COVID-19 situation and pursuant to the relevant order under the COVID-19 (Temporary Measures) Act 2020, the following arrangements will be adopted for the Extraordinary General Meeting:

- (a) A member may be able to attend the Extraordinary General Meeting by observing and listening to the proceedings of the meeting by electronic means. A number of members may be permitted to watch the conduct of the virtual EGM at its onsite location of the recording.
- (b) A member shall submit questions to the Church via email to **egm2020@geylangefc.org**. The questions must reach the email address before **12 noon on Friday, 16th October 2020**.
- (c) All substantial and relevant questions will be addressed by the Council prior to, or at, the Extraordinary General Meeting. If the Council opines that there are question(s) that concern a matter that may be required to put to a vote, these will be addressed by the Council and made available to all members before the closing date for the lodgment of proxy forms.
- (d) A member may only vote by appointing the Chairman of the Extraordinary General Meeting as the member's proxy to vote at the meeting by depositing with Geylang Evangelical Free Church Ltd an instrument of appointment (also known as "the proxy form") by **hand** to the mailbox of Geylang Evangelical Free Church Ltd situated on the ground floor at 10, Lorong 27A Geylang, Singapore 388107 or by **post** to **10 Lorong 27A Geylang, #04-01, Singapore 388107**, or by **electronic mail** to **egm2020@geylangefc.org**. Please note that the Chairman of the Extraordinary General Meeting will be Elder Tony Bin, Chairman of the Council.
- (e) The completed proxy form must reach the abovementioned address at least 48 hours before the time fixed for the EGM, i.e. by **11 am on Friday 23rd Oct 2020**. A copy of the proxy form was attached separately in the EGM Documents sent to you earlier. In appointing the Chairman of the meeting as a proxy, a member must give specific instructions with regards to voting, or abstentions from voting, in the form of proxy, failing which the appointment may be treated as invalid.
- (f) The appointment of a Pastor will require at least two-thirds (120) of the members residing in Singapore.

Regards,
Chai Jian Shin / Kim Lian Tan
Honorary Secretary/ EGM administrator