



Minutes of the 18th Annual General Meeting of the Malaysian Evaluation Society (MES)

Date: 5th September 2020, Saturday

Time: 11.00 am

Venue: Virtual via Zoom

ATTENDANCE	
Name	Designation
1. Mr. S. Supramaniam	President
2. Ms Andai Krishnan	Vice President
3. Ms. Margaret Vengadasalam	Hon. Treasurer
4. Dr. Saravanan Sundaramurthy	Hon Secretary
5. Mr Jayakumar Muniandy	Committee Member
6. Dr. Aru Rasappan	Advisor
7. Mr Koshy Thomas	Advisor
8. Mr. Lim KhengJoo	Adviser
9.. Dr. Kanthimathi M.S. Subramaniam	Member
10. Mr.Jerome Winston (Australia)	Member
11. Dr Sylvia Chung Mei Ying	Member
12. Ms Komathi Krishnarajoo	Member
13. Mr Mohd Sakeri Kadir	Member
14. Ms Nurshafenath Shaharuddin	Member
15.Mr. Prasantha Abeykoon (Sri Lanka)	Member
16. Ms Qurratu Aini (Observer)	New Member
	Proxy
1. Dr Susela Devi K Suppiah	Ms Margaret Vengadasalam
2. Ms Juliana James	Mr. S. Supramaniam
3. Pn Siti Rohani Kassim	Dr Aru Rasappan
4. Ms Vijayakumari Pillai	Mr. S. Supramaniam
5. Dr. Jamaiyah Hanif	Dr Aru Rasappan
6. Pn Suhaila Shamsuddin	Dr Aru Rasappan
7.. Mr Rayza Raymond	Dr Aru Rasappan
8. Mr Indrasathy Muniandy	Mr. Lim Kheng Joo
9. Mr. SuthagaranTurasamy	Mr. S. Supramaniam

Agenda:

- i. Welcome address by MES President
- ii. Confirmation of Minutes of 2018 AGM
- ii. MES Annual Report 2019/2020
- iii. Financial Report 2018
- iv. Election of Office Bearers to fill vacancies in EXCO
 - Secretary
 - 2 Committee members
- v. Any other matter

vi. Closing Remarks by President

The meeting commenced at 11.00 am.

	Agenda Item
1.0	Welcome address by MES President
1.1	The President welcomed everyone present, especially the members from Australia and Sri Lanka
1.2	The members of the Management Committee were identified.
1.3	The President said that the main activity of MES this year (2020) was the Webinar on 18 th July. This is to be followed by four more webinars.
1.4	The 2 nd project, held in early 2019, was the Community Transformation Project (CTP) Evaluation Project.
1.5	The MES website (www.mes.org.my) has been redesigned; a blog section has been added for members to record their activities. The MES Facebook, Twitter, Instagram and YouTube can be accessed via the website as well.
1.5.1	To access the members section, members must register as a user of the website. The Secretary will assign an account number to each member who registers and send them a password. Members' privileges include document downloading, blogging, etc. Non-members can only view the contents.
1.5.2	Blog: 10 topics have been pre-determined. If members have other topics, they can approach the Committee.
1.5.3	Twitter account holders can follow MES: evaluator@evaltalk
2.0	Confirmation of AGM Minutes 2018 (Held on 3rd August 2019)
2.1	Aru said that the AGM should be for 2020, not 2019 as stated. The minutes are for 2019. Jayakumar suggested that the AGMs should be numbered instead. Lim Kheng Joo said the President could check the minutes of previous years to ensure that the minutes were recorded in order.
2.2	The minutes of the AGM held on 3 rd August 2019 was confirmed. Proposed by Koshy Thomas and seconded by Jayakumar.
3.0	MES Annual Report 2019/2020
3.1	The President presented the annual report which had been emailed to all members. He reported that MES had a slew of plans which included the launching of the Certificate in Evaluation courses (CiE). However due to the onset of Covid-19, these plans had to be postponed. MES however carried out one webinar on the Covid theme.
3.2	Point 3.6.2 APEA: Aru explained that the last AGM of APEA was held in early 2020, but MES was not invited. The President protested but they did not respond. He wrote to them, but they did not rectify their error. So, their AGM is null and void. The Annual report was received. Proposed by Jayakumar, and seconded by Kanthi.
4.0	Financial Report 2018
	The Hon Treasurer submitted the following financial position at 31-12-2018:

	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="text-align: right; font-weight: bold;">RM</th> </tr> </thead> <tbody> <tr> <td>Cash balance (Current A/C & Petty Cash)</td> <td style="text-align: right;">32,795.14</td> </tr> <tr> <td>Fixed Deposit</td> <td style="text-align: right;">60,000.00</td> </tr> <tr> <td>Less Liability Account payable</td> <td style="text-align: right;">6606.10</td> </tr> <tr> <td colspan="2"> <u>NET Reserve fund</u></td> </tr> <tr> <td colspan="2">Income & Expenditure for the Year Ended 2019:</td> </tr> <tr> <td>Income for the Year 2019</td> <td style="text-align: right;">36,490.00</td> </tr> <tr> <td>Expenditure for the Year 2019</td> <td style="text-align: right;">31,018.33</td> </tr> <tr> <td>Excess of income over Expenditure for 2019</td> <td style="text-align: right;">5,471.67</td> </tr> <tr> <td> Deficit C/forward</td> <td style="text-align: right;"> 1499.76</td> </tr> <tr> <td colspan="2"> The Statement of Financial Position as at 31st December 2019 together with detailed notes to the Accounts was given to the members.</td> </tr> <tr> <td colspan="2"> Aru informed that MES also has a laptop as an asset.</td> </tr> <tr> <td colspan="2"> The financial report of the society was received, proposed by Lim Kheng Joo and seconded by Koshy Thomas.</td> </tr> </tbody> </table>		RM	Cash balance (Current A/C & Petty Cash)	32,795.14	Fixed Deposit	60,000.00	Less Liability Account payable	6606.10	 <u>NET Reserve fund</u>		Income & Expenditure for the Year Ended 2019:		Income for the Year 2019	36,490.00	Expenditure for the Year 2019	31,018.33	Excess of income over Expenditure for 2019	5,471.67	 Deficit C/forward	 1499.76	 The Statement of Financial Position as at 31 st December 2019 together with detailed notes to the Accounts was given to the members.		 Aru informed that MES also has a laptop as an asset.		 The financial report of the society was received, proposed by Lim Kheng Joo and seconded by Koshy Thomas.	
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<p>5.0</p>	<p>Election to fill vacancies of Office Bearers</p> <p>The President announced that there are three vacancies in the committee due to resignations. The positions are:</p> <ol style="list-style-type: none"> 1. Hon Secretary 2. Committee Member 3. Committee member. <p>The President invited nominations.</p> <p>Secretary: M.S. Kanthimathi (Proposed by Supra, seconded by Jayakumar. Andal proposed that nominations be closed, seconded by Margaret)</p> <p>2 Committee Members:</p> <ol style="list-style-type: none"> 1. Mohd Sakeri Kadir (Proposed by Koshy, seconded by Aru) 2. Nurshafenath Shaharuddin/Nina (Proposed by Aru, seconded by Koshy) 3. Sylvia Chung Mei Ying (Proposed by Supra, seconded by Kanthi) <p>Aru proposed that nominations be closed, seconded by Andal</p> <p>The President stated that as per the constitution he can appoint up to 2 other committee members, He stated that he is exercising his authority under that clause to appoint the third nominee. Thus, the house decided to appoint all three candidates to the committee.</p> <p>The Chairman welcomed the 3 new members into the committee.</p>																										
<p>6.0</p>	<p>Any other matter Questions/Comments from the floor:</p> <ol style="list-style-type: none"> 1. Aru congratulated everyone on the Board. He advised that it is important to have passion and spend time on the many projects planned. 																										

	<p>2. Koshy Thomas advised that we should not plan too many programmes, but instead, focus on key areas. The Committee is to decide on this. One key area: to work with the Ministry of Finance as a partner on a number of programmes.</p> <p>3. Aru suggested that the 3 Committee members give a brief background of themselves, which they did.</p> <p>4. The new member, Qurratu Aini, also introduced herself and her background.</p>
<p>7.0</p>	<p>In his closing remarks, the President elaborated on the major projects planned for the coming year:</p> <ol style="list-style-type: none"> 1. Evaluated a study for MySkills Foundation. Work was done by Supra, Aru and Koshy. This is to be a major event and once the project is fully designed, it will be opened to other members. 2. Six more projects. 3. Website design and maintenance is ongoing. 4. Other projects: Evaluation Clinics (were carried out in the past as well), once a month, where evaluation questions will be discussed. Every session will have predetermined topics for discussion (e.g., how do we deal with KPIs). Members can also suggest topics that they want discussed. MES would like to reach out to others working in Evaluation. 5. Evaluation Talk Series: a short video chat with specific people about current issues, from an evaluation angle. These will be video-recorded and uploaded onto our website and YouTube. 6. Evaluation Certification: Members should be certified after acquiring skill sets and knowledge. A programme will be started with partners for members to be accredited. 7. Sylvia volunteered to translate our work into Bahasa Malaysia, as she is a certified translator for her Company. Lim KJ said that he had the Bahasa Indonesia version and he would send it to Sylvia as a guide. Supra said that this would be taken up as a project by the ExCo.

The meeting was adjourned at 12.21 pm

Prepared by: M.S.Kanthimathi

Hon. Secretary 2020/2021

Confirmed by: Supramaniam Sinnasamy

President 2019/2020