



Nanyang Technological University Welfare Services Club

Student Affairs Office
Student Services Centre Level 6, 42 Nanyang Avenue, Singapore 639815
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14th Management Committee

5th Ordinary Meeting

WSC Room

2nd February 2009

1930 hours

Members in Attendance

Present	Low Ren Feng, Gina	President
	Tan Cheng Hui	Vice President
	Cheng Lin Shi, Dency	Honorary General Secretary
	Lin Shumin	Assistant Honorary General Secretary
	Chan Yao Zhong Gavin	Financial Controller
	Tan Xin Yi	RSP(HI) Coordinator
	Wong Jing Hon Andy	RSP(ID) Coordinator
	Lee Ker Hang, Eugene	RSP(Elders) Coordinator
	Lee Hui Min	RSP(Youth) Coordinator
	Ho Yi Ting Geraldine	RSP(Youth) Coordinator
	Tay Yong Hwee, Ronald	RSP(FOC) Coordinator
	Zhong Shuhui	RSP(VH) Coordinator
	Lee Hup Kee	Special Project Officer
	Ong Jia Sheng	Special Project Officer
	Sai Tu Jian, Ryan	Special Project Officer
	Tan Yen Ling	Special Project Officer
	Poon Di Ming	Publicity Officer
	Han Xiuyi	Social Entrepreneur
	Neo Kai Xiong	Media and Information Officer
	Huang Zhanxin	Asst. Media and Information Officer
	Koh Tee Seng	Volunteer Manager

esprit de volontaires

WINNER OF THE PRESIDENT'S SOCIAL SERVICE AWARD 2008 (INFORMAL CATEGORY)

RECIPIENT OF THE SINGAPORE YOUTH AWARD 2006 (MEDAL OF COMMENDATION)

RECIPIENT OF THE COMMONWEALTH YOUTH GOLD AWARD 2004

WINNER OF SINGAPORE YOUTH AWARD 1999- COMMUNITY AND YOUTH SERVICES (TEAM)

Absent

Fitri Juniwati
Ng Boon Ming
Huang Ziqian
Robin Thadathil

Vice President
Publication Officer
Social Entrepreneur
Union Representative

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Agenda

1. HAS records
2. Sponsorship page on WSC website
3. Renting of SCBE locker
4. Article in Class-Act
5. WSC stamp
6. Open House
7. Updates from all committees
8. President's Address
9. AOB
10. Date of next meeting

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Minutes

ITEM		ACTION BY
	The meeting was called to order at 1945 hrs	
1.	HAS Records	All to note
1.1	Please update any changes to the HAS records to Dency and Rachel latest by 27 th February.	
1.2	Emails will be sent out once the keying in has been done, for your members to verify the information.	
2.	Sponsorship page on WSC Website	All to note
2.1	Sponsors page will be revamped. Everyone to send in their sponsors' logo to Kaixiong by 16 th February.	
2.2	Please classify sponsors under: Long term sponsors, Goodie bag sponsors and Cash sponsors.	
3.	Renting of SCBE locker	Tee Seng
3.1	Renting of SCBE locker under Tee Seng's name, to place WSC Room Key and other items. Details will be sent out once it has been confirmed.	
4.	Article in Class- Act	Boon Ming
4.1	Boon Ming to take charge of article in Class- Act.	
5.	WSC stamp	All
5.1	WSC stamp to be changed.	
6.	Open House	All to note

6.1	Dency to follow up on the write- up of WSC for Open House. Open House will be held on 14 th March.	
6.2	Each committee will have to send people down to take shifts for Open House. More details to be confirmed.	
7.	Updates from All Committees	All to note
7.1	FOC considering a new programme focusing on counselling for children. Proposal to be sent.	
7.2	2 new centers for HI are in the stage of finalisation. Cheque presentation from KFC- SADF fundraising carried out last week.	
7.3	Elders to attend Training workshop on the 28 th of February.	
7.4	OVE to have canvassing during Career Fair. Will also be setting up a booth under Hearts Fest on 11 th & 12 th February. OVE has recruited 31 volunteers for the OVE trip. Recce trip to be held from 22-26 th February.	
7.5	SE proposal rejected by SAO, so considering other options.	
7.6	Database to be set up by Kaixiong. Everyone to send in their contact list of all volunteers by end of the week.	
7.7	VM will be having canvassing activities for one week, in aid of the Children Cancer Foundation, please support. Zoo trip for AWWA children held on the 25 th February, volunteers welcomed.	
7.8	VH will be holding canvassing activities under Heart Fest, please support. Pony ride will be held on 22 nd February.	
7.9	Patchworks will be visiting homes next week, to liaise with Xinyi and Jiasheng regarding NYC.	
7.10	Please submit Recruitment Drive Member names and details (Matric, email, h/p) to Dency and Rachel, asap. Frequency of meetings will be about once a month, starting from February, with higher intensity during the holidays.	
7.11	Mural painting for Curl 2009. In the midst of liaising with hospital and sponsors.	
8	President's Address	All to note
8.1	Gina will be sending her president's address this week, mainly updating on the activities the various committees are working on.	
9	AOB	All to note
9.1	Hall 8 Musical Production, 28 th February, 8 pm at Biopolis. 160 free tickets available for beneficiaries. Please inform Dency asap if your	

beneficiaries are interested.

9.2 National Vertical marathon. Any more members interested please let Gina know asap. To be held on 8th February at republic plaza.

9.3 Please submit your April- August 2009 budget to Gavin asap if you haven't done so as the financial period is closing.

9.4 Testimonials to be sent for signing asap.

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Date of Next Meeting

All to note

Date of meeting to be on 6th March, 1930 hrs.

Meeting adjourned 2045 hrs.

Recorded by:

Lin Shumin Rachel
Assistant Honorary General Secretary

Vetted by:

Low Ren Feng, Gina
President