

**PERSATUAN PERSEKUTUAN JURULATIH ANTARABANGSA BAB MALAYSIA
(INTERNATIONAL COACH FEDERATION MALAYSIA CHAPTER)**

MINUTES OF SEVENTH ICFMY EXCO MEETING HELD ON 31 MAY 2020 AT 2.00 PM VIA ZOOM

Attended by:

Jeffrey Cheah (JC)
Ranjinath Muniandy (RM)

Shantamala Navaratnam (SN)
Michael Kim (MK)

Tang Wee Hen (WH)
Samuel Kurian (SK)

Chin Khang Chuen (KC)
Grace Lee (GL)

Absence with apology:

	Discussion Items	Outcome	Action	Who	Status
1	Review of past EXCO Minutes	Sixth Exco Meeting Minutes were proposed accepted by Grace and seconded by Shanta EXCO review for fairness and opportunity before ICW coaching week.	JC will discuss with WH on 1 June 20	JC & WH	
2	Audit Review & Budget	Feedback from auditors for audit review on 23 May 20: a. <u>Local membership fee:</u> The auditor (JF) opined that the RM48 rebate or relieve or whatever name it is called does not take away the fact that the committee went against a resolution passed at the AGM to increase the membership fee to RM60. CSL did not think it was wrong to give a relief and was of the view the word “rebate” will be better changed to “relief”. Both	EXCO decided to proceed with this as it is viewed as Covid 19 Pandemic relief and it is of one off in nature.	Exco	

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		<p>are of the view that RM4 saved per member per month is negligible on the individuals compared to investing that money in ICFM for returns with a multiplier effect.</p> <p>b. One-off rebate of ICF Global Fees: To check with ICF Global if this is legal. Even if it is, as noted above, the amount re-invested back in ICFM, could provide returns of multiplied effects. One off rebate could lead to expectations of on-going rebates even if we specifically mentioned it is one-off.</p> <p>c. These funds could be used to help coaches adapt to the current situation in their practice.</p> <p>d. ICFM could explore reaching out to a wider audience besides coaches – coach mentors, coach supervisors, coach trainers and certification providers (one member’s suggestion: reach out to all coach trainers / certification providers and request for discounts for ICFM members).</p>	<p>EXCO feedback: JC will inform ICF global as this is to channel rebates back to members what were given by global. EXCO to bring this relief matter for approval at AGM. The quantum of RM150 subsidiary per person from ICF global will be channel back to members.</p> <p>EXCO took note of comment.</p> <p>EXCO took note of comment.</p>	<p>JC</p>	
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		<p>a. ICFM T-Shirts : it is nice to have – but can we afford nice to have at the current times? Can that budget of RM6,000 be put to better use such as helping coaches build a successful coaching practice.</p> <p>b. Website rebranding and digital marketing: website re-branding to be re-worded to website upgrade. Auditors were of the opinion a larger budget should be put aside for Digital marketing as opposed to Website Upgrade. RM10k</p> <p>c. Business Development Series- sponsorship: to get more info on this.</p>	<p>Jeff asked KC to obtain quote for 130 T-Shirts including delivery charges.</p> <p>EXCO response: this will be classified under digital marketing.</p>		
3	AGM preparation and update	<p>MK shared the timeline and through friend referred Prathab (KPMG) who is willing to assist on his personal capacity to advise on virtual meeting. KPMG will not be able to undertake their services due to cost and risk factor.</p> <p>Require a person (A) to take on polling administrator and scrutineer. Prathab will advise the person on proceeding and what to do. Also require support on technical support on virtual AGM. MK asked for RM assistance.</p>	<p>MK will follow up with ROS for approval for virtual AGM</p> <p>MK will share with EXCO the process of virtual AGM. EXCO to suggest candidate for (A)</p>		

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8	Succession planning for next EXCO team	More nominations received for EXCO positions received thus far as compared to last year according to Jeff. SK & JC received nominations for positions and today is the last day.	FYI		
9	Any other items	GL shared of growth series covering Crisis innovation (RM1,500), Google/FB advertisement (RM1,500)- unlimited numbers, virtual design and facilitation for 30 pax (RM3,000) (skill based) for the month of June 20. Total cost: RM6,000.00. EXCO agreed on conditional approval.	GL to obtain quotation and share with EXCO		

Meeting adjourned at 4.15 pm

Jeff Cheah (JC)
President

Michael Kim (MK)
Hon. Secretary