

**Notice is hereby given that the 30<sup>th</sup> Annual General Meeting of the Lupus Association (Singapore) will be held:**

Date: 26 June 2021, Saturday

Time: 2.00pm to 4.00pm

Venue: Zoom Video-conferencing Platform

#### **AGENDA**

1. To confirm minutes of the 29<sup>th</sup> Annual General Meeting held on 26<sup>th</sup> September 2020
2. Matters arising from the 29<sup>th</sup> Annual General Meeting
3. To receive and adopt the Annual Report of the Executive Committee ended 31 December 2020
4. To receive and adopt the Financial Report of the Financial Year ended 31 December 2020
5. Election of Office Bearers for the next 2-year term 2021-2023
6. Any Other Matters

By order of the Executive Committee



Linda Woo  
Honorary Secretary  
4<sup>th</sup> June 2021

## Annual Report for Year Ended 31<sup>st</sup> December 2020

The Charity was set on 24.05.1991 as a society. It was registered under the Charities Act on 31.07.1992

Unique Entity Number (UEN) : S91SS0026L

Registered Address : 11 Jalan Tan Tock Seng c/o Dept of Rheumatology Singapore 308433

### Governing Board Members/Management Committee

Name	Designation	Date of Appointment
Irene Lim Suan Kim	President	11 <sup>th</sup> May 2019
A/P Leong Keng Hong	Vice President	11 <sup>th</sup> May 2019
Linda Woo	Honorary Secretary	11 <sup>th</sup> May 2019
Hiew Hwee Huang	Welfare Officer	11 <sup>th</sup> May 2019
Lee Soo Hoon Jo	Treasurer	11 <sup>th</sup> May 2019
Rachel Chow Mew Peng	Assistant Treasurer	11 <sup>th</sup> May 2019
Dr Poh Yih Jia	Council Members	11 <sup>th</sup> May 2019
Dr Tay Sen Hee	Council Members	11 <sup>th</sup> May 2019
Dr Anindita Santosa	Council Members	11 <sup>th</sup> May 2019
Chan Suan Liang	Council Members	11 <sup>th</sup> May 2019
Dr Stanley Angkodjojo	Council Members	11 <sup>th</sup> May 2019
Dr Grace Chan Yin Lai	Council Members	11 <sup>th</sup> May 2019

### Board of Consultants

Name	Designation	Date of Appointment
Dr Boey Mee Leng	Consultant	24.05. 1991

Internal Auditor : N.A.

Banker : DBS Bank Ltd

Auditor : Fiducia LLP

Investment Adviser (s) : NIL

Other Adviser (s) : NIL

## **OBJECTIVE**

The Objectives of the Charity are as follows:

- To promote and support medical research toward providing safer methods of patient care and the prevention and cure of Lupus illnesses.
- To develop community awareness, understanding and acceptance of Lupus and related illnesses.
- To render service to those suffering from Lupus by providing moral support, encouragement and financial assistance to needy patients and/or their families.
- To collate factual information regarding Lupus illnesses and matters related to the diagnosis, management and research of Lupus illness.
- To recommend and assist in the formulation of such legislation as may be required to assist and improve services to those suffering from Lupus.
- To purchase, take on lease or exchange, hire or otherwise acquire or maintain any real or personal property and any rights or privileges in relation thereto.
- To sell, exchange, lease, mortgage, hire, dispose of, turn to account or otherwise deal with all or part of the real and personal property of the Association.
- To raise any monies required for the objects and purposes of the Association in such a manner and on such terms and securities as shall be lawfully determined.
- To invest and deal with the monies of the Association not immediately required for the purpose of the Association in such a manner as may from time to time be determined.
- To appoint, employ and pay any staff as required. The Council has the powers to dismiss staff members subject to normal industrial conditions.

## **POLICIES**

### **Funding Sources**

The Charity is financially supported by donations from donors and members.

### **Memberships**

The charity is open to the public for participation in its charitable activities in helping lupus sufferers. Talks, public forums and newsletters are open and available to the public in pursuing of the objectives of the charity.

## **REVIEW OF YEAR 2020**

### **Staffing**

As at 31.12.2020, there is 1 permanent part-time administrative staff employed by the charity.

**Activities**

- LAS Empowerment Talks - Webinar in 2020)
- Every Wednesday (Suspended in 2020)
- Social Friday gathering per month (Suspended in 2020)

**Calendar of Events – LAS EMPOWERMENT TALKS**

DATE	TOPICS	SPEAKERS
26 September 2020	“Coronavirus (Covid-19) & Lupus”	Assoc Prof Leong Keng Hong ( English) Dr Tay Sen Hee (Mandarin)

**Fundraising Event and Activity**

- Ward Visits / Information Booth; scheduled as follows: (Suspended in 2020)

Tan Tock Seng Hospital	Ward visits are conducted on every Wednesday morning by volunteers.
Singapore General Hospital & other hospitals	On ad-hoc basis upon request by designated volunteers.
National University Hospital	LAS Information booth is set up every 4 <sup>th</sup> Thursday of the month by a designated volunteer
Tan Tock Seng Hospital	LAS Information booth is set up every 2 <sup>nd</sup> and 4 <sup>th</sup> Wednesday of the month by designated volunteers.

**REVIEW OF FINANCIAL STATE AND EXPLANATION OF MAJOR FINANCIAL TRANSACTIONS**

NIL

**REVIEW AND CHANGED IN THE POLICY**

NIL

**EXPLANATION OF THE PURPOSES FOR WHICH THE CHARITY’S ASSETS ARE HELD**

The assets of the Charity are held for the purpose of the objects as stated in its Constitution

**FUTURE PLANS AND COMMITMENTS**

- The Charity has set up a LAS Research Grant from year 2018. Five grants have been awarded, one in 2018, one in 2019 and three under the 2020 Grant Call.
- Other activities have been put on hold due to the Covid situation.

Notes:

- Institutions of Public Characters (IPCs) should also disclose its policy relating to the management and avoidance of conflicts of interest in its annual report.
- For charities with gross income or total expenditure exceeding \$500k, please refer to the **Annex** or Charities (Accounts and Annual Report) Regulations for the additional annual report requirements to be fulfilled.

Additional disclosure requirement in Annual Report for Institutions of a Public Character (IPCs)

**Section 18 of Charities (Institution of a Public Character) Regulations:**

“Requirements relating to annual report

An institution of a public character shall disclose in its annual report its policy relating to the management and avoidance of conflicts of interest.”

Additional disclosure requirement in Annual Report for largest charities (with gross income or total expenditure exceeding \$500K)

**Section 18 of Charities (Accounts and Annual Report) Regulations:**

“Annual report requirements for larger charities

This regulation shall apply to an annual report of a charity required under Section 16 of the Act in respect of a financial year of the charity where the gross income or total expenditure of the charity exceeds \$500,000 –

- a) the name and date of appointment of the chief executive officer, or the equivalent of the charity;
- b) the occupation of each of the current holders of the relevant offices;
- c) where the current holder of any of the relevant offices has prior to his current term held any of the relevant offices in the charity, the date of his first appointment in each of the relevant offices;
- d) a listing of the related entities of the charity and, if any of the governing board members of the charity are also persons having the general control and management of the administration of the related entity, the name of each of those members and their designations in the charity and in the related entity.
- e) the reserves policy of the charity;
- f) a list of the funds of the charity which are in deficit, if any, with the following details:
  - I. the purposes of the funds;
  - II. the reasons for the deficit;
  - III. how the charity plans to address the deficit in the fund, and
  - IV. any other details which the Sector Administrator may require; and
- g) the principal funding sources of the charity.”