

**MALAYSIAN INSTITUTE OF FOOD TECHNOLOGY**  
**MINUTES OF THE 43<sup>rd</sup> ANNUAL GENERAL MEETING**

**held on 12<sup>th</sup> September 2017**

**at 4.30pm, Geno Hotel**

**Jalan Subang Mas, Taman Subang Mas**

**47620 Subang Jaya, Selangor**

**President** : Hasimah Hafiz Ahmad (F0806)  
**Hon. Secretary** : Raja Arief Deli Raja Nasharuddin (P1147)  
**Members** : Attendance list as attached.

The Chairman called the meeting to order at 4.30pm.

**1. OPENING REMARKS**

Hasimah Hafiz Ahmad, President of MIFT thanked members and Council members for their presence in the MIFT Annual General Meeting and for their continuous support of MIFT activities. The Chairman briefed members on the various activities organised by MIFT and thanked all for their dedicated hardwork.

**Quorum for the Meeting**

There were 31 Fellow, Life and Professional members present who were eligible for voting. The Chairman proceeded with convening the meeting (required quorum being 22) and going through the meeting agenda.

**2. ADOPTION AND CONFIRMATION OF MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING**

**2.1 Adoption of minutes**

The minutes of the 42<sup>nd</sup> Annual General Meeting of the Institute held on 5<sup>th</sup> September 2016, was confirmed as the correct record of the proceeding of the meeting held.

Adoption of minutes

Proposed by : Goh Seng Aun (F0167)

Seconded by : Prof. Dr. Noriham Abdullah (L00543)

**2.2 Matters arising from previous minutes**

No new matters were raised.

**3. MIFT COUNCIL ANNUAL REPORT 2016/2017**

Hon. Secretary 2016/2018, Raja Arief Deli Raja Nasharuddin presented the report which summarized the activities of the previous year.

**3.1 Matters Arising from the MIFT Council Annual Report**

Item 3.1 - MIFT Total Membership

Zahara Merican (F0109) requested Hon. Secretary to update the overall total number of MIFT membership, according to categories for the next AGM. Currently, only total individuals that are being accepted from 1<sup>st</sup> August 2016 to 11<sup>th</sup> July 2017 are being reported.

#### Item 6 - KISM Figures

Dr. Nik Ismail Nik Daud (F0114) requested Hon. Secretary to reword KISM dividend figures to read “KISM Sdn. Bhd. is an investment holding company registered in 1988 with a paid up capital of RM1,500,000. MIFT’s investment in KISM is 10% amounting RM150,000. The 7% dividend of MIFT’s investment is equivalent of RM10,500, tax exempted”.

#### **4. ADOPTION AND CONFIRMATION OF THE FINANCIAL REPORT**

Dr. Koh Yew Ming, Hon. Treasurer 2016/2018 (P0837) presented the financial reports (Statements of Income & Expenditure, Receipts & Payments, Balance Sheet and Assets Register) for year ended Dec. 2016.

##### **4.1 Matters Arising from Financial Report**

Goh Seng Aun (F0166) requested to fine tune ‘Statement of Income & Expenditure’ with accountant by taking into account taxable income. Excel to be re-formulated.

##### **4.2 Adoption of the Hon. Treasurer’s Report**

Proposed by : Dr. Siow Lee Fong (P1104)

Seconded by : Dr. Adi Md Sikin (P0893)

The Hon. Treasurer’s Report was duly adopted by the Meeting.

#### **5 MOTIONS FOR DISCUSSION, AMENDMENTS TO CONSTITUTION**

There were two proposed resolutions for the Constitution Clause to be amended, which were on 6.4 (Application of Membership) and 6.5 (Fees And Other Dues). The proposed amendments to the Constitution Clauses were approved as follows:

Clause No.	Existing	Proposed	Approved
6.4	APPLICATION OF MEMBERSHIP	APPLICATION OF MEMBERSHIP	APPLICATION OF MEMBERSHIP
6.4.1	An application for any class of membership must be made on an application form obtainable from the Honorary Secretary.	An application for any class of membership must be made on an application form in MIFT website or hard copy obtainable from the Honorary Secretary.	An application for any class of membership must be made online via application form in MIFT website or hard copy obtainable from the Honorary Secretary.
6.5	FEES AND OTHER DUES	FEES AND OTHER DUES	FEES AND OTHER DUES
6.5.1	A non-refundable entrance fee of RM 50.00 (Ringgit Malaysia Fifty) shall be levied once for each application for Individual Membership while a non-refundable fee of RM 500.00 (Ringgit Malaysia Five Hundred) shall be levied once for Corporate Membership. Application	A non-refundable entrance fee of RM 100.00 (Ringgit Malaysia One Hundred) shall be levied once for each application for Individual Membership while a non-refundable fee of RM 750.00 (Ringgit Malaysia Seven Hundred Fifty) shall be levied once for Corporate Membership. For Student	A non-refundable entrance fee of RM 100.00 (Ringgit Malaysia One Hundred) shall be levied once for each application for Individual Membership while a non-refundable fee of RM 750.00 (Ringgit Malaysia Seven Hundred Fifty) shall be levied once for Corporate Membership. For Student

	for Student Membership shall be exempted from the entrance fee.	membership, the non-refundable entrance fee of RM20.00 (Ringgit Malaysia Twenty) shall be levied. <del>Application for Student Membership shall be exempted from the entrance fee.</del>	membership, the non-refundable entrance fee of RM20.00 (Ringgit Malaysia Twenty) shall be levied.																																				
6.5.2	<p>The annual subscription for the various classes of membership shall be as follows:</p> <table border="0"> <tr> <td>Fellow</td> <td>RM50.00</td> </tr> <tr> <td>Professional Member</td> <td>RM50.00</td> </tr> <tr> <td>Graduate Member</td> <td>RM50.00</td> </tr> <tr> <td>Associate Member</td> <td>RM50.00</td> </tr> <tr> <td>Student Member</td> <td>RM20.00</td> </tr> <tr> <td>Absent Member</td> <td>RM20.00</td> </tr> </table> <p>The annual subscription of Corporate Membership is RM200.00</p> <p>Professional Life Members shall pay a lump sum subscription fee of RM300.00 upon approval as a Life Member.</p>	Fellow	RM50.00	Professional Member	RM50.00	Graduate Member	RM50.00	Associate Member	RM50.00	Student Member	RM20.00	Absent Member	RM20.00	<p>The annual subscription for the various classes of membership shall be as follows:</p> <table border="0"> <tr> <td>Fellow</td> <td>RM100.00</td> </tr> <tr> <td>Professional Member</td> <td>RM100.00</td> </tr> <tr> <td>Graduate Member</td> <td>RM100.00</td> </tr> <tr> <td>Associate Member</td> <td>RM100.00</td> </tr> <tr> <td>Student Member</td> <td>RM30.00</td> </tr> <tr> <td>Absent Member</td> <td>RM20.00</td> </tr> </table> <p>The annual subscription of Corporate Membership is RM500.00</p> <p>Professional Life Members shall pay a lump sum subscription fee of RM500.00 upon approval as a Life Member.</p>	Fellow	RM100.00	Professional Member	RM100.00	Graduate Member	RM100.00	Associate Member	RM100.00	Student Member	RM30.00	Absent Member	RM20.00	<p>The annual subscription for the various classes of membership shall be as follows:</p> <table border="0"> <tr> <td>Fellow</td> <td>RM100.00</td> </tr> <tr> <td>Professional Member</td> <td>RM100.00</td> </tr> <tr> <td>Graduate Member</td> <td>RM100.00</td> </tr> <tr> <td>Associate Member</td> <td>RM100.00</td> </tr> <tr> <td>Student Member</td> <td>RM30.00</td> </tr> <tr> <td>Absent Member</td> <td>RM20.00</td> </tr> </table> <p>The annual subscription of Corporate Membership is RM500.00</p> <p>Professional Life Members shall pay a lump sum subscription fee of RM500.00 upon approval as a Life Member.</p>	Fellow	RM100.00	Professional Member	RM100.00	Graduate Member	RM100.00	Associate Member	RM100.00	Student Member	RM30.00	Absent Member	RM20.00
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6.5.3	All annual subscription shall be payable to the Honorary Treasurer in advance by the thirty-first day of January of each year. Any member who has not paid up by the aforesaid date shall receive a written notification signed by or on behalf of the Honorary Treasurer and shall be denied the rights and privileges of membership until his	All annual subscription for the following year shall be payable to the Honorary Treasurer in advance by the thirty-first day of December <del>January</del> of each year via Member portal in MIFT website. Members have the option to settle subscription for more than 1 year. Any member who has not paid up by the aforesaid date shall receive a written notification signed by or on	All annual subscription for the following year may be payable to the Honorary Treasurer in advance by the thirty-first day of December of each year via Member portal in MIFT website. Members have the option to settle subscription for more than 1 year. Any member who has not paid up by the aforesaid date shall receive a written notification signed by or on behalf of the																																				

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6.5.4	Any member who is admitted to the Institute before May shall pay the full annual subscription for that year. Any member who is admitted to the Institute in May or later shall pay one-half of the annual subscription for that year.	<del>Any member who is admitted to the Institute before May shall pay the full annual subscription for that year. Any member who is admitted to the Institute in May or later shall pay one-half of the annual subscription for that year.</del>	

## 6 ELECTION OF HON. AUDITORS 2016/2017

Justin Tay Cheow Hwang (P0915) was re-elected for the third year.  
Nominations were received for Nam Huey Fen (P01222)

Proposed by: Amie Wo Soek Meng (P0964)  
Seconded by: Zahara Merican (P00109)

Justin Tay Cheow Hwang and Nam Huey Fen were unanimously elected as Hon. Auditors for the year 2017/2018.

## 7 OTHER MATTERS

There were no matters arising.

Meeting was adjourned at 6.00pm.

**Original Signed by:**

**Hasimah Hafiz Ahmad**  
President 2016/2018

**Original Signed by:**

**Raja Arief Deli Raja Nasharuddin**  
Hon. Secretary 2016/2018