

4 May 2025

To all PrimeTime members

NOTICE OF ANNUAL GENERAL MEETING 2025

1. Notice is hereby given that the above meeting will be held as follows:
 - Date: Thursday, 8 May 2025
 - Time: 6.30pm to 9:30pm
 - Venue: The American Club, The Ballroom, 10 Claymore Hill, Singapore 229573

2. The Agenda for the Annual General Meeting (AGM) is as follows:
 - a. To confirm and adopt the minutes of the previous AGM held on 9 May 2024
 - b. To receive the President's Address and the Annual Report of the Board for the year 2024/2025
 - c. To approve the audited Financial Statements for the financial year 2024
 - d. To re-appoint Messrs. Edwin Tay & Co as Auditors for the term 2025/2026
 - e. To review and approve the proposed Constitutional Amendments
 - f. To elect the Executive Board for the 2025/2026 term
 - g. To address Any Other Business raised by members
 - h. Volunteer Recognition and Appreciation

3. **Please note that the AGM will be held in person this year.** It will not be possible to attend the AGM virtually or remotely. The meeting proceedings will not be live streamed or broadcasted.

4. To view or download reports, forms or other documents related to the AGM, please go to <https://primetime.org.sg/annual-general-meeting>

By Order of the PrimeTime Board of Directors,

Anne Kariithi

Secretary
PrimeTime Business and Professional Women's Association