

BUTTERWORTH 8

MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 2934

MINUTES OF THE 19TH ANNUAL GENERAL MEETING (AGM) OF THE MANAGEMENT CORPORATION STRATA TITLE PLAN NO. 2934 HELD ON 26 APRIL 2025, SATURDAY, 10:00 A.M. AT MULTI PURPOSE HALL OF BUTTERWORTH 8

S/No	Unit No.	Subsidiary Proprietor(s)	In Person / By Proxy	Representative	Share Value	Voting Right
1	#01-01	Goh Han Lim & Tan Yew Li Yang Sharon (Chen Yang Li)	In Person	Goh Han Lim	4	Yes
2	#01-04	Tan Thiam Chye Lin GaiJun Sheila	In Person	Lin GaiJun Sheila	4	Yes
3	#17-01	Ang Kim Hua & Tan Keng Hong (Chen Jinhong)	In Person	Tan Keng Hong (Chen Jinhong)	4	Yes
4	#18-04	Sawant Ishtiyag Ahmed Hussain/Sawant Husnbanu Ishityaq Ahmed	In Person	Sawant Ishtiyag Ahmed Hussain	4	Yes
5	#01-07	Goh Beng Huat & Choi Hoi San	In Person	Goh Beng Huat	4	Yes
6	#02-05	Lee Khok Ern Ken	In Person	Lee Khok Ern Ken	4	Yes
7	#02-06	Koh Nghee Kwang & Goh Geok Choo	In Person	Koh Nghee Kwang	4	Yes
8	#03-06	Tan Ngoh Huang & Lee Siew Lan	In Person	Tan Ngoh Huang	4	Yes
9	#06-08	Sadriwala Shabbir Zoherbhai & Sadriwala Fatima Shabbir	In Person	Sadriwala Fatima Shabbir	4	Yes
10	#02-11	Fan Zhaohui & Zhang Yijing	In Person	Fan Zhaohui	4	Yes
11	#05-10	Lum Kong Joe & Liew Huey	In Person	Lum Kong Joe	4	Yes
12	#08-10	Tang Shih Feng Mark & (Deng Zhifeng Mark)	In Person	Tang Shih Feng Mark	4	Yes

In Attendance : Ms Emily Lee } Savills Property Management Pte Ltd
Ms Nur Azura } Managing Agent (MA)
Ms Siti Julia }

The total share value of the 216 strata lots in Butterworth 8 is 830. In accordance with Section 3(2) of the First Schedule of the Building Maintenance and Strata Management Act (BMSMA), the number of Subsidiary Proprietors (SPs) required to be present—either in person, by proxy, or via letter of authority—must constitute not less than 249 share value to form a quorum. At 10:00 a.m., the total share value represented by SPs present (in person and by proxy) was 16



out of the total 830. As the quorum requirement was not met, the meeting was adjourned for 30 minutes in accordance with the provisions of the BMSMA.

At 10:30 a.m., the total share value represented by the SPs was 48. The meeting was subsequently called to order under Section 3(3) of the First Schedule of the BMSMA, which allows the meeting to proceed with the SPs present after the adjournment.

1.0 OPENING OF THE MEETING

MA gave a short introduction of themselves as representing the Managing Agent from Savills and explain the meeting procedure process and AGM proceedings. MA further informed the House that the AGM would be audio recorded for the purpose of accurate minutes writing.

SPs (Subsidiary Proprietors) or their proxies were advised that if they had any questions regarding an agenda item, they should raise their hand, proceed to the microphone when invited, and state their block, unit number, and name before addressing their query.

The MA also advised that discussions on each resolution item should be kept within a 10-minute timeframe, to ensure a smooth and timely flow of the meeting.

2.0 ANNUAL REPORT OF THE 18TH MANAGEMENT COUNCIL

MA presented the 18th Management Council's Report, covering pages 5 to 8 of the AGM booklet. The MA informed the House that the report is a summary of the works carried out and contracts updated during the term of the 18th Management Council.

Mr. Ken Lee (#02-05) raised a comment that the summary of the Repairs & Redecoration (R&R) progress, including photos shown in the PowerPoint presentation, was not included in the printed AGM booklet.

MA acknowledged this, explaining that the R&R summary and accompanying visuals were prepared after the booklet had been sent for printing, and were included in the slide presentation to provide the House with a brief update.

Chairman Mr. Koh addressed the matter of the defeated private motion at the previous AGM concerning the use of frosted glass for PES coverings. He noted that the Council had engaged in extensive discussions, with members expressing a range of views on the appropriate course of action. However, the Council was unable to reach a majority consensus on whether to issue a legal demand letter with a compliance deadline to the affected unit owner. As such, the motion presented today—to adopt an addendum to the by-law—is intended to address and resolve this ongoing concern.

There being no further comments from the floor, the Annual Report of the 18th Management Council was duly received.

3.0 CONFIRMATION OF MINUTES

MA directed the House to refer to minutes of last AGM from pages 9 to 18 of the booklet. The above minutes was confirmed and adopted unanimously.

Proposer : Mr Sawant (#18-04)
Seconder : Ms Fatima (#06-08)

4.0 AUDITED ACCOUNTS OF THE MANAGEMENT CORPORATION

MA presented the financial status of the estate's Management Fund and Sinking Fund as at the close of the financial year ending 31 December 2024, and highlighted the key expenses outlined in the audited financial report (pages 19 to 29 of the AGM booklet).

Mr. Ken Lee (#02-05) commented that the auditor's report should include a note explaining when the MCST became GST-registered, to better contextualize the differences in expenditure across the two financial years.

Mr. Joe (#05-10) queried the impact of GST registration on the Management Fund. MA clarified that the deficit in the Management Fund arose primarily due to the transitional GST registration, which took effect on 1 July 2024. This rendered the financial year a "hybrid" period, with GST applied to only half of the year, thereby affecting the recognition of both income and expenses.

Prior to GST registration, Management Fund contributions were collected at \$88 per share value per month. After the resolution passed at the previous AGM and the implementation of 9% GST, the rate was revised to \$95 per share value per month (inclusive of GST). After accounting for GST, the net receipt was approximately \$87.60, slightly below the prior rate, contributing to a reduction in revenue.

MA reiterated that \$88 was already the minimum sustainable contribution level, and any amount lower could lead to an operational shortfall.

MA also explained that certain vendors (e.g., the cleaning contractor) are not GST-registered, which prevents the MCST from claiming input tax credits. Additionally, prepayments made prior to July 2024 (e.g., insurance premiums and generator maintenance) were not GST-recoverable. Major air-conditioning and mechanical ventilation (ACMV) repair works executed before GST registration further added to cost pressures.

MA noted that Sinking Fund-related expenses are expected to provide better GST recovery opportunities in future years, especially as more Repair & Replacement (R&R) works are undertaken post-GST registration.

In response to a query by Mr. Joe (#05-10) about the ACMV maintenance expense listed on page 25, MA confirmed that the contract covers all common areas, including the gym, lobbies across all blocks, multipurpose hall (MPH), and the guard post.

Mr. Ken Lee (#02-05) asked about the increase in AGM/EOGM-related expenses. MA explained that the 2024 AGM was held physically, resulting in higher logistics and setup costs, whereas the 2023 AGM was conducted virtually, which incurred lower expenses.

Mr. Joe (#05-10) also observed that while the new landscaping vendor had commenced work, areas for improvement remained visible. He additionally requested more frequent oil misting by the pest control vendor to address mosquito breeding concerns.

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Mr. Mark (#08-10) raised concerns about drainage blockages and the presence of stagnant water near Basement Block 8, which may contribute to mosquito breeding. The Management acknowledged the issue and committed to re-inspecting the drainage infrastructure. A professional cleaning and assessment, similar to previous years, will be considered.

Following the discussion, the audited accounts were unanimously adopted by the general body.

Proposer : Ms Sheila (#01-04)

Seconder : Mr Joe (#05-10)

5.0 MANAGEMENT FUND AND SINKING FUND CONTRIBUTIONS

5.1 MANAGEMENT FUND

The House was informed of the need to adopt the proposed resolution to set Management Fund contributions at \$95.00 per share value per month, before prevailing GST.

Mr. Ken Lee (#02-05) commented that the wording of the resolution lacked clarity for readers, particularly in highlighting that the total payable amount each quarter would be higher than previous periods, even though it is stated as “before GST.” He suggested that the intent and impact of the resolution should be made more explicit, to ensure that owners clearly understand the financial implications.

MA acknowledged the feedback and pointed out that the “before GST” wording had been bolded in the resolution for emphasis and included a foot note as well. However, MA noted on the feedback to improve moving forward. There being no objections by the House on the proposed resolution, it was unanimously resolved that the management fund contribution with effect from 1st July 2025 be set at \$95.00 (subject to prevailing GST) per share value per month and shall be paid quarterly in advance due on the first day of July, October, January and April without demand.

Proposer : Mr Tan (#03-06)

Seconder : Mr Sawant (#18-04)

5.2 SINKING FUND

MA clarified that the Sinking Fund contribution for this year is proposed to be maintained at the same rate (inclusive of GST) as approved at the last AGM. Despite the recently completed Repairs & Redecoration (R&R) work, the estate is still able to manage with the current contribution level. The MCST will continue to exercise prudent spending on replacement items and capital expenditure.

There being no objections from the floor, the meeting unanimously resolved that the Sinking Fund contribution, with effect from 1 July 2025, be maintained at \$12.00 (inclusive of GST) per share value per month, payable quarterly in advance, and due on the first day of July, October, January, and April, without demand.

Proposer : Ms Fatima (#06-08)

Seconder : Mr Fan Zhaohui (#02-11)

6.0 ANNUAL BUDGET OF THE MANAGEMENT CORPORATION

MA informed the House that the purpose of this resolution was to approve the proposed Management Fund and Sinking Fund budget prepared for the new financial year.

There being no further queries from the floor, it was unanimously resolved that the proposed annual budget of the Management Corporation for the new financial year was approved.

Proposer : Ms Sheila (#01-04)
Seconder : Mr Sawant (#18-04)

7.0 INTEREST FOR LATE PAYMENT

MA informed the House that the interest rate for late payment has been proposed to be maintained at 12% per annum (subject to GST), calculated on a daily basis, and will be levied on all contributions, interest, and other charges if payment is received more than 30 days after the due date.

There being no objections, it was unanimously resolved that interest at the rate of 12% per annum, calculated on a daily basis, shall be levied if payment for any contributions, interest, or other charges is received after 30 days from the due date.

Proposer : Ms Sheila (#01-04)
Seconder : Ms Tan (#03-06)

8.0 INSURANCE POLICIES

MA explained for the insurance policies being a standard resolution as required by BCA to adopt on yearly basis at the AGM. The MCST's current policies and sum insured is as follows:

S/N	TYPE OF INSURANCE	SUM INSURED S\$	INSURANCE COMPANY
1	FIRE & EXTRANEIOUS PERILS	\$50,760,000	LONPAC INSURANCE
2	PUBLIC LIABILITY	\$2, 000,000	
3	ERRORS & OMISSIONS	\$2,000,000	
4	PLATE GLASS	\$125,000	

There were comments raised regarding the adequacy of the Fire & Extraneous Perils sum insured, with concerns that the current coverage may be insufficient to fully cover common property in the event of a fire.

MA took note of the feedback and suggested that the incoming Management Council undertake a valuation exercise and review the adequacy of existing insurance policies.

There being no further comments or objections, it was unanimously resolved that the incoming Management Council be empowered to effect or vary the following insurance policies, if deemed necessary.

Proposer : Ms Fatima (#06-08)
Seconder : Mr Koh (#02-06)

9.0 AUDITOR

It was unanimously resolved that the incoming Management Council be empowered to appoint an auditor for the Management Corporation for the period up to the conclusion of the next Annual General Meeting of the Management Corporation and authorized to fix the remuneration of the auditor.

Proposer : Mr Michael (Goh Beng Huat) (#01-07)
Seconder : Mr Koh (#02-06)

10.0 APPOINTMENT OF MANAGING AGENT

- 10.1 To consider and, if approved, resolve that the incoming Management Council be empowered to appoint a Managing Agent for the Management Corporation for the period up to the conclusion of the next Annual General Meeting and to authorize the Management Council to determine its terms of appointment and the fees and remuneration of the Managing Agent.

It was unanimously resolved that the incoming Management Council be empowered to appoint a Managing Agent for the Management Corporation for the period up to the conclusion of the next Annual General Meeting and be authorized to determine its terms of appointment and the fees and remuneration of the Managing Agent.

- 10.2 To consider and if approved, resolve that the Management Council be empowered to determine which powers, duties and functions of the Management Corporation to be delegated to the Managing Agent.

It was unanimously resolved that the Management Council be empowered to determine which powers, duties and functions of the Management Corporation to be delegated to the Managing Agent.

Proposer : Mr Sawant (#18-04)
Seconder : Mr Fan Zhaohui (#02-11)

11.0 MANAGEMENT COUNCIL OF THE MANAGEMENT CORPORATION

11.1 To nominate members of the 19th Management Council.

The following persons were nominated as Council Members of the 19th Management Council.

Name	Unit
Koh Nghee Kwang	#02-06
Sheila Lin GaiJun	#01-04
Fatima Shabbir	#06-08
Sawant Ishtiyahq Ahmed Hussain	#18-04

As there were no other names listed for nominees, the nomination process was closed with 4 names.

Proposer : Mr Michael (Goh Beng Huat) (#01-07)
Seconder : Mr Tan (#03-06)

11.2 To determine the number of members of the 19th Management Council

The number of members of the 19th Management Council was proposed and determined to be at 4 members.

Proposer : Mr Tan (#03-06)

Seconder : Mr Michael (Goh Beng Huat) (#01-07)

11.3 To elect the members of the 18th Management Council.

The 4 nominees listed were elected as Council Members of the 19th Management Council.

Name	Unit
Koh Nghee Kwang	#02-06
Sheila Lin GaiJun	#01-04
Fatima Shabbir	#06-08
Sawant Ishtiyag Ahmed Hussain	#18-04

11.4 To empower the incoming Management Council to elect the Chairman, Secretary, and Treasurer.

It was resolved to empower the incoming council to elect its Chairman, Secretary and Treasurer.

Proposer : Mr Tan (#03-06)

Seconder : Mr Fan Zhaohui (#02-11)

11.5 To empower the incoming Management Council to elect its Authorised Signatories for the operation of MCST bank accounts.

It was resolved to empower the incoming Management Council to elect its Authorised signatories for the operation of MCST bank accounts. This will be decide on 1st Council Meeting for 19th MC

11.6 To decide what matters, if any, shall be determined only by the Management Corporation at a General Meeting.

It was unanimously approved that the incoming Management Council would be empowered to perform the Management Corporation duties and exercise all powers without restriction and be closely guided by the Building Maintenance and Strata Management Act (BMSMA).

Proposer : Mr Michael (Goh Beng Huat) (#01-07)

Seconder : Mr Koh (#02-06)

12.0 ORDINARY RESOLUTION – EXCLUSIVE USE OF COMMON AREA FOR INSTALLATION AND OPERATION OF ELECTRIC VEHICLE CHARGING STATIONS

MA explained that this motion was tabled in response to resident feedback expressing interest in having EV charging stations within the estate. The MA informed that the Developer initially created 225 parking lots, allowing each unit one (non-designated) lot. Units with additional registered vehicles may apply for a second lot, subject to availability.

Mr. Lee (#02-05) raised a concern regarding the actual number of usable parking lots. He noted that only 216 lots are currently usable, which aligns with the total number of residential units. Out of the remaining 9 lots: 3 are designated as handicap lots, leaving only 6 lots available for other purposes. Mr. Lee cautioned that if 3 of these remaining lots are converted into EV charging stations, only 3 lots would remain for visitor parking, which may be insufficient for the estate's needs. He requested that the issue be carefully reviewed to ensure equitable access for residents, visitors, and those requiring special facilities, such as EV charging and handicap access.

The general body acknowledged the issue of limited parking but noted that the estate must take steps to adapt to future requirements, including EV infrastructure.

Mr. Michael (#01-07) supported the motion, emphasizing the need to enhance the estate's value and future-proof the property. He also noted that several residents, including himself, already own EVs.

Mr. Tan (#17-01) queried whether “zero capex” includes no monthly commitment or ongoing maintenance costs. The MA clarified that this is indeed the direction the MCST is pursuing — a vendor-funded model with no upfront or ongoing costs to the MCST. Mr. Tan expressed strong support for a model where the vendor bears all costs and risks, including installation of meters and fee collection, and opposed using MCST funds for facilities that benefit only a subset of residents. Mr. Michael concurred, affirming his support for a zero-capex, vendor-borne model.

The MA clarified that any reference to “fees” does not imply cost to the MCST, and the Council may also explore rebate mechanisms with the selected vendor for electricity usage recovery. The MA reiterated that the objective is no upfront cost, no monthly cost, and no financial risk to the MCST — i.e., a true zero-capex approach.

Mr. Mark (#08-10) supported the initiative in principle, citing the government's 2030 directive to phase out new internal combustion engine vehicle registrations. He proposed beginning with three EV charging stations and scaling up based on demand. The MA explained that the next steps include obtaining vendor proposals and evaluating the technical and financial terms before implementation.

Mr. Tan (#17-01) added that most EVs are expected to be charged via AC chargers, as DC chargers are significantly more expensive (often costing hundreds of thousands of dollars). AC chargers typically require 5–6 hours for a full charge. He noted that high-cost DC or high-voltage AC chargers are unlikely to attract vendors due to limited ROI. He supported installing a small number of chargers to start, based on practical demand.

and cost concerns.

Mr. Michael reiterated the need to keep the estate competitive and aligned with emerging technologies, including faster DC charging solutions.

The general consensus among residents was that installing EV charging stations is necessary for the long-term relevance and value of the estate. However, implementation must be financially prudent. It was also noted that all Rectification and Repair (R&R) works in the carpark must be completed before any EV infrastructure installation begins.

The motion was put to a vote and duly passed by simple majority.

The result of votes as follows;

For: 36 share values (81.81%)

Against: 8 share values (18.18%)

Abstain: 4 votes

13.0 SPECIAL RESOLUTION – ADDENDUM TO BY LAW ON INSTALLATION OF PRIVATE ENCLOSED SPACE (PES) COVERING

MA clarified that the proposed resolution is an addendum—not a replacement—to the existing by-law. The intention is to provide flexibility in the approved materials for PES coverings by officially allowing either frosted or clear glass as acceptable options.

Mr. Ken (#02-05), who proposed the addendum, highlighted that the current by-law lacks clarity and is open to differing interpretations. He emphasized the need to make the rule more specific to avoid inconsistencies and future disputes.

Mrs. Sharon (#01-01) stated that her husband had previously sought verbal consent from the Management for the installation of the PES covering. She expressed her concern that she was not given an opportunity to address this matter at the prior AGM. She noted that the current by-laws do not explicitly prohibit the use of frosted or transparent glass and questioned the interpretation applied. Drawing on her background in science and teaching, she explained that transparency does not equate to color, and argued that the current enforcement was not aligned with the spirit of the by-laws. She shared that she will incur \$8,000 in dismantling costs to reinstate and change her already installed PES covering, which she felt was an undue burden. She urged members to consider the intent and good faith of residents before casting their votes.

Referencing Page 18 of the AGM Minutes, the current by-law mentions that “glass covering should be similar or equivalent,” but this language is vague. There was also discussion regarding inconsistencies in facade treatments across the estate (e.g., glass types used above the guardhouse and gym areas), further supporting the case for updating the by-law to reflect actual conditions and allow practical flexibility.

The motion was called to a vote and was duly passed by a simple majority. It was resolved by way of a Special Resolution to adopt the proposed addendum to the existing estate by-law on installation of PES Covering that frosted and clear glass type of covering shall be allowed.

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The by-law will be lodged with BCA and upon acknowledgement of receipt from BCA, the by-law will be effected accordingly.

The result of votes as follows;

For: 48 share values (100%)

Against: 0 share values (0%)

14.0 ANY OTHER BUSINESS

MCST had not received any other written notice in accordance with paragraph 12(I) of the First Schedule of the BMSMA of other matters to be raised for discussion at the AGM.

The meeting was called to a close at 12.57 p.m. with a note of thanks to the all.

CONFIRMED BY

DATE

Chairperson of the 19th Management Council