

Minutes of Annual General Meeting 2017

Date: May 01, 2017, Time: 11.00 AM

Place: Cadet College Club Ltd.

Attendance

- 1). Annual General Meeting (AGM) of Jhenidah Ex-Cadets Association (JEXCA) 2017 was attended by 461 members, whose names are shown in the attached list as **Annexure A** to the meeting minutes.

Introduction

- 2). The AGM was presided over by Ex-Cadet Sk Md Maruf Hasan (10/603), President Jhenidah Ex-Cadets Association (JEXCA). After confirmation of fulfillment of the requirements of quorum, the President called the meeting to order and welcomed all members attending the AGM. The AGM was preceded by observing a minute of silence and paying tribute to ex-cadets who left us between last AGM 2015 and this AGM 2017. Then the meeting welcomed all JEXCA members who became Life Members between last AGM 2015 and this AGM 2017 with a big round of applause.

The President informed the house that an info pack was mailed to all members 45 days prior to the AGM on 15 March 2017, documents included are:

- a) Notice and Agenda of AGM 2017
- b) Request for Proposal: that is (a) Proposal to Amend Constitution and (b) Proposal for any other Resolution/Topic/Issues to be discussed in Any Other Business agenda
- c) Nomination of Election Commissioner
- d) Proposals for constitution amendments (existing Vs revised)
- e) Minutes of AGM 2015 (minutes of the AGM 2015 was also circulated to all members, uploaded in JEXCA website jexcaorg.bd and kept in JEXCA Office since April 2015).

Note: Excerpt of the Audit report for 2015 & 2016 was not mailed; it was made available before the general meeting at the venue

Confirmation of the minutes of the last AGM held on Saturday, 16 March 2013

- 3). The last AGM was held at Cadet College Club Limited, Gulshan-1, Dhaka on 03 April 2015 chaired by Ex-cadet Dr ASM Badruddoza (3/134), President JEXCA.

Since the AGM 2015 minutes (**Annexure B**) has been circulated two years before immediately after the AGM, uploaded in JEXCA website, kept open for members' reading at JEXCA office and also circulated before AGM 2017; the house decided the meeting minutes as "read" and proceeded for approval.

Point: Ex-Cadet A A K Mahbub Hasan (1/13) pointed out that the Annual general Meeting should be held on an **Annual** basis and asked why it was not held in last year.

Response: In response to the query, Ex-Cadet Rezaur Rahman (13/777) Vice-President-1 agreed with A A K Mahbub Hasan that the AGM is supposed to be held annually. He also pointed out that it has been a long practice at JEXCA to hold AGM on a **Biennial** basis, but the Executive Committee has discussed it & will try to hold AGM **Annually**. He humbly apologized to all members on this matter.

Decision: As there were no more points raised by the members, the Minutes/Proceedings of the AGM 2015 was confirmed by the general body as Proposed by Ex-Cadet A M Ziaus Shams (11/646) & Seconded by Ex-Cadet Md Ibrahim Helal (46/2477).

Consideration of the Annual Report of the Executive Committee for the year 2015-2016

- 4). The General Secretary Ex-cadet Md Mahbub Aleem (25/1381) with the permission of the chair and the house read out the salient points of the Annual Report (**Annexure C**): major activities carried out in two years' time were: Exchange of views session with senior Ex-cadets(1st-10th Intakes), Maintaining five Fixed Deposit Schemes of one lac taka each to provide five educational scholarships to five children of the Savar Rana Plaza victims, Implementation of a JEXCA welfare fund of 25 Lac Taka in FDR for assistance to JEXCA members, organized Doa mahfil at JEXCA office for the departed souls of valued JEXCA members, Annual Iftar and Doa Mahfil in 2015 and 2016 at Police Convention Hall, 12th JEXCA Reunion 2016 innaugurated by the Hon'ble President of the People's Republic of Bangladesh, raising Taka 2.13 Crore surplus after paying expenses during reunion for funding future JEXCA activities, funding renovation works & amenities for cadets of Jhenidah Cadet College through JEXCA funds & interested members, one career counseling

programme for the present cadets of class XI and XII, successfully arranging Inter-house sports meet(Futsal, Basketball & Cricket), Inauguration of new & improved JEXCA website, Introduction of online payment gateway in the same website, Hosting cadets of Class XI for lunch on their way back from 7 days' excursion in 2015 & 2016 at Dhaka, Induction of new JEXCA members from 44th, 45th, 46th & 47th Intakes, Annual Picnic of 2017 at Proshika, Manikganj where more than 600 JEXCAites and their family attended, applying for sale permission for registration of present JEXCA office, improving amenities at office(TV) & searching for a suitable land for proposed JEXCA complex in Dhaka.

The house congratulated the Executive Committee for holding two eventful years and thanked for their relentless efforts.

Points :

- i. Ex-Cadet Sk. Md. Moniruzzaman (19/1100), Ex-Treasurer JEXCA, proposed that the cadet numbers of Ex-cadets mentioned in the report be included in the same.
- ii. Ex-cadet Md Obaidullah Khan Wahedi (5/269), Ex-President JEXCA, asked whether the performance and audit of the Free Friday Clinics also be included in the report.
- iii. Ex-cadet Dr A S M Badruddoza (3/134), Ex-President JEXCA noted that during his tenure as President, he proposed that JEXCA take initiative to buy land, and it was pointed out that prior approval at AGM is needed for that purpose. He inquired whether prior permission was taken before searching for land.
- iv. Ex-cadet Syed Sajjad Hayat (3/99), Ex-President JEXCA thanked the General Secretary for the report and recommended that it be approved by the house.

Response:

- i. The General Secretary Ex-cadet Md Mahbub Aleem (25/1381) replied that the cadet numbers may be incorporated where applicable in the report.
- ii. The General Secretary Ex-cadet Md Mahbub Aleem (25/1381) replied that the audits of JEXCA FFCs are included in the report to be presented by the treasurer.
- iii. The General Secretary Ex-cadet Md Mahbub Aleem (25/1381) replied that permission by the AGM is needed before purchasing the land, which could not be done as JEXCA is still searching for a suitable land.

Decision: As there were no more points raised by the members, the Report of the EC 2015-16 was considered for approval by the general body as Proposed by Ex-Cadet Syed Sajjad Hayat (3/99) & Seconded by Ex-Cadet Syed Muhammad Shameem (14/815).

Adoption of the Audited Statement of the Accounts for the year 2013 and 2014

- 6). Ex-Cadet Md Shahed Shahriar Shammi (30/1636), Treasurer JEXCA, submitted and discussed two audit reports of 2015 and 2016 (enclosed as Annex D & Annex E respectively). Excerpts of the audit reports done by M/s K M Alam & Co. was also circulated among members during the AGM.

Property and Assets at the end of 31st Dec 2015 was BDT 33,706,007 of which BDT 5,600,000 was Endowment Fund.

Property and Assets at the end of 31st Dec 2016 was BDT 36,678,766 of which BDT 5,600,000 was Endowment Fund.

Points:

- i. Ex-Cadet Md Zakir Hossen (27/1504) pointed out that in the provided excerpts subscription for the year 2016 was lower than previous year. He enquired whether any drives were taken to increase subscription. He also noted that the total audit summary should have presented in book form.
- ii. Ex-Cadet Md Tushar Alam (30/1672) enquired about the reason why expenditure allocated for JEXCA Free Friday clinics have been decreasing.
- iii. Ex-Cadet A A K Mahbub Hasan (01/13) pointed out the increase in expenses for audit purpose and also requested to mail the audit reports along with the info pack sent before the AGM.
- iv. Ex-Cadet Md Obaidullah Khan Wahedi (5/269), Ex-President JEXCA asked the house to give a big round of applause to the treasurer for presenting the audit report. He also emphasized on delivery of audit reports to members by mail, and also requested the EC to look into ways to increase subscription.
- v. Ex-Cadet Md Omar Faruque (17/943) enquired whether all Reunion expenses were accounted in the audit report i.e. if there were any expenses missing in the report. He also enquired why the increased fund was not invested in any way.
- vi. Ex-Cadet Firoz Salauddin Rajib (30/1657) in response to the Treasurer's statement regarding decreased bank rates for FDR asked whether the Funds can be invested in Government bonds which provide 11% interest rate.

Response:

- i. The Treasurer Ex-Cadet Md Shahed Shahriar Shammi (30/1636) acknowledged the suggestion for audit book but cited cost overruns for not printing them for individual member. He invited interested members to examine the books provided by the auditor to JEXCA for clarification if needed. He also informed the house that regular subscription is not practiced by members and that EC keeps provision for subscription renewal at all events including today's session.
- ii. The Treasurer Ex-Cadet Md Shahed Shahriar Shammi (30/1636) acknowledged the point and informed the house that due to decrease in FDR rates (4-4.5% at present from 11-12% earlier), decrease in requirement of JEXCA FFC Dhaka, the expenditure allocated for the JEXCA FFC has been reduced for the time being.
- iii. The Treasurer Ex-Cadet Md Shahed Shahriar Shammi (30/1636) replied that the auditor fee has increased due to VAT imposed by the Government. He also stated that from now on there will be wholehearted effort to deliver audit reports to members before the AGM.
- iv. Same as iii
- v. The Treasurer Ex-Cadet Md Shahed Shahriar Shammi (30/1636) replied that the audit reports contain all expenditures made during the reunion, rather some outstanding payments were issued from sponsors in 2017 and not incorporated in the audit which will be incorporated in the budget. Regarding investing newly generated funds, he informed the house that it could not be done as suitable land was not found for purchase.
- vi. In response to the query by Ex-Cadet Firoz, Ex-cadet Dr A S M Badruddoza (3/134), Ex-President JEXCA informed the house that this path of investment was considered by previous EC, but it could not be done as Government bonds can only be purchased by individuals.

Decision: As there were no more points raised by the members, the Audited Statement of the accounts for the year 2015 and 2016 was adopted by the general body as Proposed by:

2015 : Proposed by Ex-cadet Md Obaidullah Khan Wahedi (5/269), seconded by Ex-Cadet Mohammed Anam Chowdhury (5/224)

2016 : Proposed by Ex-cadet Dr A S M Badruddoza (3/134), seconded by Ex-Cadet Md Tushar Alam (30/1672)

Adoption of the Annual Budget for the period of 2017-18

7). After the discussion of the audited accounts, Md Mahbub Aleem (25/1381), General Secretary-JEXCA presented the proposed Annual budget ([Annex F](#)) for the year 2017-18 for adoption by the general body.

Points:

- i. Ex-cadet A A K Mahbub Hasan (1/13) suggested whether a fixed ceiling of 10% excess in net expenditure than the previous year be approved for stipulating the expenditure for annual budget due to possible increase in inflation and utility bills.
- ii. Ex-cadet Mudassir Hossain Khan, BP (1/34) suggested whether a provision for relief work among flood affected people of recent times be incorporated in the budget.

Response:

Both points were taken for further consideration by incoming EC.

Decision: As there were no more points raised by the members, the proposed budget was for the year 2017 was adopted by the general body as Proposed by Ex-Cadet Sk Abdul Goni (26/1448) and Seconded by Ex-Cadet Syed Sajjad Hayat (3/99)

Appointment of the Auditors & fixation of the remuneration for the Auditors of 2017-18

8). Ex-Cadet Md Shahed Shahriar Shammi (30/1636), Treasurer JEXCA presented 2 quotations ([Annex G](#), [Annex H](#)) received from different firms as mentioned below:

- a) K M Alam & Co. Chartered Accountants : BDT 40,000 /yr (Excluding VAT)
- b) Atik Khaled Chowdhury Chartered Accountants : BDT 12,000 /yr (Excluding VAT)

Decision: Ex-Cadet Sk Md Maruf Hasan (10/603), President, JEXCA proposed to appoint the lowest bidder as the auditor for the year 2017 and 2018, which the general body unanimously accepted and approved. The appointed firm was M/s Atik Khaled Chowdhury Chartered Accountants and their remuneration was fixed i.e. BDT 12,000/yr (Excluding VAT)

Proposals for new Amendments to JEXCA constitution

9). With the permission of the Chair and house Ex-Cadet Barrister Tanim Khan (30/1643) informed the house that though has been no formal proposal submitted within stipulated time frame (01 Apr 2017) for amendments to the constitution, the EC feels that due to vocal demand of the members voiced in various social media recently the following proposals can be considered by the house.

I. Introduction of E-voting in EC Elections:

The clause 13.05 of JEXCA constitution states that:

“13.05. EXECUTIVE COMMITTEE ELECTION: EC shall be **directly elected at in an AGM by secret ballot of all members of the Association present in the AGM.** A member shall have as many votes for each category in the EC as there are posts to be elected, provided he might not cast more than one vote for a candidate.”

Though the EC did not receive any formal proposal for incorporation of E-voting within 01 April 2017, The EC, in response to some ex cadets staying abroad, proposes to scrutinize the feasibility of online voting by a committee and forward the findings to AGM/EGM/EOGM for approval by the general members.

The EC referred this opinion to the house for consideration.

Points:

- i. Ex-Cadet S M Mahbubur Rahman (17/949), Ex-General Secretary, JEXCA concurred with the EC’s opinion and stated that if this is implemented, there may not be enough member attending the AGM in person to the degree that even the quorum may not be fulfilled. Nevertheless, he also opined that this proposal be discussed by a committee and approved by an EGM/EOGM.
- ii. Ex-Cadet A A K Mahbub Hasan (1/13) also concurred with the proposal and reiterated that this is the valid way to respond to the urge of change in voting procedure.

Response:

In response to the points, Ex-Cadet Rezaur Rahman (13/777), VP-1, JEXCA remarked that these statements can be considered as Approval for the proposal to form a committee to check the feasibility of online voting system and also to propose changes in the constitution by holding an EGM/EOGM, if required.

II. Composition of EC/Introduction of New posts:

Due to increasing field of activity, this EC proposed to the house that 03 more office bearers may be incorporated into the EC after assessment of feasibility and submission by next EC in upcoming AGM for incorporation into the constitution.

- a) Social Welfare Secretary
- b) Information Technology & Communication Secretary
- c) Career Development & Sports Secretary

Points:

- i. Ex-Cadet Sk Abdul Goni (26/1448) proposed whether a post of ‘International Liaison Secretary’ can be created to liaise with overseas JEXCA chapters.
- ii. Ex-Cadet Md Sagir Hossain Biswas (17/979) proposed that the Career Development & sports secretary should be split into two separate posts, and the Career Development Secretary should be named Employment & Development Secretary.
- iii. Ex-Cadet Gazi Masud Md Mahenoor (35/1897) proposed that Intake representatives should be officially nominated and their records should be kept by JEXCA EC. Furthermore, Professional representative to address specific requirements from specific groups of professional JEXCAITES (Physicians, Engineers, Defence Officers) should also be nominated.

Response:

In response to the points, Ex-Cadet Rezaur Rahman (13/777), VP-1 JEXCA informed the house that among the 3 VPs, VP-1 coordinates with Advisory council & Chapters/regions, VP-2 looks after JEXCA health services & VP-3 is looking into IT+Sports related issues. Therefore, International Liaison post will be superfluous. He agreed regarding the need for introduction of professional representatives and recommended the proposal be forwarded to the next EC for induction into the constitution in the next AGM.

Decision: As there were no more points raised by the members, the general body approved

- a) Next EC to select a committee to look into feasibility of E-voting/alternate voting and approval of the decision of committee by holding AGM/EGM/EOGM. This motion was proposed by Ex-Cadet A A K Mahbub Hasan (1/13) and seconded by Ex-Cadet Mohammed Anam Chowdhury (5/224)
- b) A committee be made by next EC for adding new office bearers as discussed. This motion was proposed by Ex-Cadet Sk Md Moniruzzaman (19/1100) and seconded by Ex-Cadet Dr A S M Badruddoza (3/134)

Any other business allowed by the chair:

10). As there were no official notice served by any member within stipulated time frame, the president then opened the floor for discussion on Any Other Business that the general member would be interested to discuss.

- Ex Cadet Zubayer Hasan (21/1163) remarked that as elections tend to create division, let 2 representatives from each intake to vote indirectly for posts in EC election.
- Ex-Cadet Md Obaidullah Khan Wahedi (5/269), Ex-President JEXCA proposed that if an incumbent president wants to continue for another term with another member submitting nomination paper for the post of president, the incumbent president be allowed to continue as President and the aspiring candidate be voted as president-elect i.e. he will succeed the Present president after completion of his term.
- Ex Cadet A T M Zahirul Alam (02/74) proposed for informal zonal get together among JEXCAITES and asked the EC whether ID card or Smart cards can be issued by JEXCA for its Members. Ex Cadet Rezaur Rahman (13/777), VP-1 accepted the suggestion for issuing ID cards for further deliberation by the next EC.
- Ex Cadet Syed Sajjad Hayat (03/99) requested the house to consider a relief operation by JEXCA to the flood-hit districts in North-east of the country. The proposal was referred to the next EC for implementation.
- Ex Cadet Mudassir Hossain Khan, BP (01/34) appealed to the house for donations in money/material for JEXCA relief support to flood-hit people.
- Ex Cadet M Obaidullah Khan Wahedi (05/261) voiced concern regarding official JEXCA Facebook page/group. He also requested EC to open Official twitter, LinkedIn accounts for JEXCA. The proposal was also referred to the next EC for implementation.
- Ex Cadet M Masudul Alam (20/1143) asked that whether Zone-wise chapters inside Dhaka City can be established for better communication. Ex Cadet Sk Md Maruf Hasan (10/603), President, JEXCA asked Ex Cadet Masud to host the inaugural session of Uttara zone at Uttara Club, an offer which was accepted with much laughter from the house.
- Ex Cadet A A K Mahbub Hasan (01/13) requested the house to ensure maximum participation in upcoming AGMs. He also suggested establishing a career development forum for JEXCAITES where junior JEXCAITES can take advice from seniors in the same profession. He also stated that though there might be differences in opinion, the fraternity among JEXCAITES is non-negotiable and must not be compromised at any cost. The constitution of JEXCA should be respected by all JEXCAITES. He also remarked that whoever wins the EC Election must work for all JEXCAITES.
- Ex Cadet Sk Abdul Goni (26/1448) remarked that as there is an official JEXCA group in Facebook, therefore proposals for reform made in social media should be accepted for consideration in forums. He also advocated Senior Ex-cadets to compete for election for the posr president
- Ex Cadet Shoyeb Md Asaduzzaman (18/999) stated that as Senior JEXCAITES have agreed amongst themselves on election for the last few terms, they should again come forward to assume the office of President, JEXCA. In response to his query, Ex Cadet A A K Mahbub Hasan (01/13) stated that Senior-most Ex Cadets are committed to JEXCA and do not require to preside over JEXCA. Their support will always remain even in face of various time-constraints. Same opinion was echoed by Ex-Cadet Mudassir Hossain Khan, BP who remarked that their time on earth is almost over, & the advisory council will oversee proceedings, but leadership must come up from within JEXCA. If needed, the candidates for EC Election may decide among themselves.

As there were no more points raised by the members, President JEXCA moved to deliver the Vote of Thanks.

Vote of thanks

11). On behalf of the members present in the AGM, Ex-Cadet Sk Md Maruf Hasan (10/603) conveyed a vote of thanks to the outgoing EC & all members present for making this AGM a successful one. After that, he invited Ex-cadet Syed Sajjad Hayat (3/99), Election Commissioner to conduct the EC Election 2017-2018.

Executive Committee Election 2017-18

12). Election started right after the AGM ended at 1:00 P.M & continued till 4:00 P.M. In the afternoon the Election Commissioner Ex-Cadet Syed Sajjad Hayat (3/99) counted the votes and declared Sk. Md Maruf Hasan (10/603) as President of JEXCA for the period 2017-2018. Out of 10 posts election was held for the position of President only. Eleven other members will be nominated by the newly elected EC.

Ex-Cadet Sk. Md Maruf Hasan (10/603, the incumbent President of JEXCA was re-elected President of JEXCA obtaining 262 votes while the other contestant Dr. Abu Yousuf Md Abdullah (13/729) got 191 votes, eight votes were cancelled. Since all other EC member were elected uncontested and unopposed, the Election Commissioner readout the names of 10 Elected EC members for the year 2017-18:

- | | |
|---|----------------------------|
| a. Sk. Md Maruf Hasan (10/603) | : President |
| b. Dr Md Abdur Razzaque (7/476) | : Vice President-1 |
| c. Nazrul Islam (18/1008) | : Vice President-2 |
| d. Shaikh Md. Rezwan (22/1248) | : Vice President-3 |
| e. Tanim Khan (30/1643) | : General Secretary |
| f. K M Rezwan Shakil (30/1632) | : Deputy General Secretary |
| g. Md. Shahed Shahriar Shammi (30/1636) | : Treasurer |
| h. Sharder Mamun Shahriar (35/1903) | : Organizing Secretary |
| i. Md Asaduzzaman Hitler (39/2126) | : Publication Secretary |
| j. Md Ashaduzzaman Ashad (40/2190) | : Cultural Secretary |

Election commissioner thanked all volunteers for their kind assistance as a co-opt member to the Election Commission and everyone for their kind support to conduct the entire election process.

There being no other point for discussion, a vote of thanks was accorded to and from the Chair.

Minutes taken by- Ahmed Fayezi-Bin-Saad, Cultural Secretary
1 May 2017

Distribution to:

1. All members
2. Office file copy