



TEEGA PUTERI @ HARBOUR

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Managed by SCM Property Services.



NOTICE OF 2nd JMC MEETING (5th Term)

Date : 20th October 2022 (Thursday)

Time : 7.30 pm – 9.30 pm

Venue : Video Conference (Zoom)

Note Taker : Community Manager

Time Keeper : Secretary

PROPOSED AGENDA :- (2.0 hours)

Item	Description	PIC
1.0	Review and adoption of minutes of meeting (30 mins) 1.1 1 st JMC Meeting (5 th Term) minutes review and adoption. 1.2 10 th JMC Meeting (4 th Term) minutes review and adoption. 1.3 5 th AGM motions and resolutions review and implementation.	All
2.0	Accounts Matter (30 mins) 2.1 To present Monthly Financial Report As at 30-Sep'22.	Info
3.0	Operations Matter (45 mins) 3.1 To propose contract renewal for Cleaning, Hygiene & Pest Control provision. 3.2 To propose RFP/RFQ process for Security provision. 3.3 To present TNB billings status and update. To discuss on the TNB Tenant accounts direct connection matter. 3.4 To discuss on other Operation matters.	All All Info Info
4.0	Any Other Matters (15 mins) 4.1 Fire Incident & Insurance matters. 4.2 Table Tennis proposal for Residence (Badminton Hall) & Suites (Sky Function Room).	Info All

**By Order of BADAN PENGURUSAN BERSAMA MENARA TEEGA
Management Office**

Date : 12th October 2022