

Dear Members and Guests

Good afternoon and thank you for joining us today at the Management Council 2024/2025 Installation Ceremony, held in conjunction with Fellowship Day. We are thrilled to have you with us as we celebrate the dedication of our newly appointed council members and the exciting journey ahead.



I would like to begin by expressing my sincere gratitude to all the council members, volunteers, and our facilitator, who have generously dedicated their time and effort to bring today's event to fruition. Your commitment is truly appreciated.

I am also delighted to share with you our successful relocation to a new office at Centro Bianco, effective 31 October 2024. This new space will provide us with a more dedicated environment for hosting members and engaging with our stakeholders. I would like to extend a special thank you to the Office Relocation Ad-hoc Committee—Ranjana, Regina Tan and Ruth Ooi, for their hard work and meticulous planning.

Looking ahead to 2025, we have a number of exciting initiatives and activities planned, and I invite you all to participate:

- 1 6D5N Trip to Chengdu – Organised by our Programme Chairman, Joanne Sun, this trip in early January promises to be a wonderful opportunity to explore new horizons.
- 2 Lo Hei Dinner – a annual get together to celebrate the New Year.
- 3 Administrative Professionals Week Workshop & Dinner – In mid-April, we'll celebrate our profession with a series of events, including a workshop and the Administrative Professionals Day Dinner.
- 4 26th ASA Congress – Scheduled from 24 to 29 April, this is an important event for our community. ASA Coordinator Margaret Chan will be sharing more details with you shortly.
- 5 Workshops with Overseas Training Providers – We're in talks with international providers to bring relevant and affordable workshops to our members in May.
- 6 Website Revamp Project – We've allocated up to \$10,000 for this important initiative, and we're setting up an ad-hoc committee to bring this project to life.

I strongly encourage you to get involved in our Standing Committees or ad-hoc committees. These offer a wonderful opportunity to expand your professional network, enrich your personal experience, and make a meaningful contribution to the growth of our Association. If you're interested, please feel free to reach out to any council member for more information.

In closing, I wish all of you to continue striving for excellence in everything you do, and to take pride in the impact you make. Together, we will achieve great things.

Thank you once again for your support, and I look forward to working alongside each of you in the year ahead.

Thank you.

Josephine Kwan
President 2024/2025