

Topic: SIDA General Meeting

Meeting Date: 15 Aug 2020

Meeting Time: 2pm to 4pm

Attendance: Jason,David,XiuFeng,George,Alex,Eddie,Nicky,TanYL,Ben,Khim,John,Vincent,,,

Absence with apology: None

Note: This is an approved copy. This copy was circulated to all related SIDA members from 17 Aug to 25 Aug 2020.

This meeting tweeter log will be published in SIDA website from 25 Aug 2020 onward.

Item	Speaker	Content {Meeting Tweeter Ver 4.0 (U001R04) }
001	System	Meeting Started
002	Jason	This is our first official SIDA meeting using video conferencing. I will set a one hour timer, when it ring, I will interrupt for a request for break. If nobody express interest for the break, the meeting will continue until the next hour.
003	Jason	First if the ground rules. #1 Do not get angry. #2 Do not say words like ""cannot work"", ""stupid/lousy idea"" and etc. Instead say ""Strength is"", ""Good thing is"", ""Weakness is"", ""Problem is"" and etc." #3 Do not insult or verbal attack on anyone or any race or any religion in the meeting. #4 Everyone must AGREE TO DIS-AGREE, but there must be a reason to dis-agree.
004	Jason	#5 Yellow card can be issued if the above rules are infringe, two yellow card equal one red card, one red card equal one penalty. #6 The meeting coordinator role is to ensure everyone has a chance to voice their opinion and that the meeting does not over run. He may interrupt you, this interruption is not personal. #7 The meeting coordinator will interrupt to ask for a 10 minutes break at every hour. If there is no participant who agree, the meeting will continue without a break.
005	Jason	#8 (For video conferencing) If participant system contribute too much noise to the session, the meeting coordinator can request participant to mute his audio and only unmute to talk. #9 (For video conferencing) Any participant may raise his/her hand (with index finger extended) in the video to request the coordinator for time to talk. Coordinator will respond (with a OK finger sign) and type into the chat section so as to establish a que list. Example, ""T1Q: Sam, Tim"" where T1 represent Topic #1 and Q equal to Que." #10 (For video conferencing) Video and audio recording will be done so that the meeting minutes can be documented.
006	Jason	We have a visitor, Vincent Koh referred by member Nicky. I have provided a YouTube link video to Vincent about "SIDA Alpha Model". The video is meant to explain how SIDA help its inventors with their invention. I hope to know what Vincent think and what he expected from SIDA. I would ask Vincent to give us a self- introduction.

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007	Vincent	(Self introduction: Vincent mentioned that he had filed a US patent application which is pending grant of patent. The application was filed with two names (his and his father's). His father runs an engineering company. Jason highlighted that under the Section 34 of the Patent Act any person resident in Singapore is required to obtain a written authorisation from the Registrar of Patents before he/she files or causes to be filed outside Singapore an application for a patent for the same invention. Vincent related that he had approached his Patent Agent on the matter and had addressed the matter. Jason suggested to Vincent to obtain written confirmation to ensure clear understanding and avoid future complication as contravention of Section 34 is a criminal offence. Vincent mentioned that he had moved to using 3D Modelling software (Autodesk Inventors) to create models of his invention. He hope to join SIDA to exchange ideas with SIDA members.)
008	All	(Questions and replies)
009	Jason	Vincent, please note that if you decided to join SIDA, there will be an entrance fee of S\$50 plus an annual subscription fee of S\$36. Total is S\$86 for this year. When next year come, it will be only S\$36 annual subscription fee. Please drop me a email or Whatsapp if you intend to join.
010	Vincent	OK.
011	Jason	Next on the agenda is the changes to Maybank cheque signature. I need to inform the committee that due to the COVID-19 circuit breaker, I was not able to execute this change. I'll need to wait a little while to see how the circuit breaker situation goes. When it is ok, I will meet with all the appointment holder and signature authorised personnel separately to get this thing done.
012	Jason	I would go on to the next item in the agenda on our SIDA proposal to Enterprise Singapore. The background of this topic goes back to 20 Feb 2019 (https://www.sida.org.sg/2019/02/21/meeting-between-enterprise-singapore-and-sida-on-20-feb-2019/). That was the first time we have an official meeting. At that time, the purpose was to let Enterprise Singapore get an understanding of SIDA. After that meeting, I have prepared a proposal for SIDA to collaborate with Enterprise Singapore. This is the proposal plan.
013	Jason	I have send out the YouTube video link of the proposal. I like to see whether everyone in this meeting have reviewed the video.
014	TanYL	Sorry, I haven't see.
015	Jason	Ok, I will paste the YouTube video link into SIDA WhatsApp chat group. Tan, please review the video. For the rest of the team who have review the video, you can take a 15 minutes break while we wait for Tan to finish the video.
016	All	(Break 15 minutes)
017	Jason	We're back. I assume that everyone in the meeting have seen the video. Please let me know your feedback and anything to improve.
018	TanYL	All good to go.
019	Jason	If there is no other comment. I declared that this YouTube video presentation is approved. I will proceed to approach the Enterprise Singapore with our proposal. Hopefully, they are interested and wants to have a video conference with us.
020	Jason	I now go on to the next item in the agenda on SI-AP (SIDA Inventors Assistance Programme).
021	Jason	I will propose a new revision from version 5.1 to 6.0.

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022	Jason	There is three main changes. One is the signing of NDA (Non Disclosure Agreement). Before the COVID-19 circuit breaker, if any member comes to SIDA to start a SI-AP project and wants a NDA to be signed before his invention can be reveal, it was pretty straight forward. I will prepare the document, call a meeting, everyone gather at Tan's office and sign the NDA on the spot. But now, this cannot be done, therefore it goes back to the member asking for the NDA to physically goes to each one to collect the signature. This is reflected in Step#40 and #80, section 6 and 7 respectively.
023	Jason	Second changes is a note in Step #40 and 80 that states only standardised NDA approved by SIDA can be used. This is meant to protect everyone in SIDA. The member asking for the NDA cannot arbitrary add in any claus that may create unnessary liabilities to SIDA and anyone signing it. If there is new claus, it must be brought out in SIDA meeting and SIDA committee need to review and approve it first.
024	Jason	Third changes is a note in Step #80 that states only NDA is signed, no additional documents are needed. Again this is to protect SIDA and all its members.
025	Jason	Is there any issues with this revision.
026	All	No issues.
027	Jason	I now declared that SI-AP revision from 5.1 to 6.0 is approved.
028	Jason	Lastly is an issue brought out by Nicky. It is related to document signing using electronic method. There is a software called Acrobat Reader DC that allows us to do electronic signing of documents.
029	David	"DC" is David Chen ?
030	Jason	No, "DC" is not David Chen. "DC" stand for Document Clouds.
031	Jason	Please note that signing of document using Acrobat Reader DC is free for two signature per month. But creation of the document require the user to pay money and subscribe to Adobe. I see no reason to incur this additional cost to SIDA at this moment in time. So, we should just keep it in mind only.
032	Jason	We come to the end of this meeting. Is there any other issue that anyone wants to bring out. This meeting is a bit short because it is our first video conference meeting.
033	TanYL	Can we set a meeting plan where everyone can meet in my office ?
034	Jason	I cannot say at this moment in time. It all depend on the COVID-19 situation in Singapore and globally. For now, we may have to settle with holding our meeting online.
035	Nicky	I missed the coffee and the chinese pan cake.
036	TanYL	Jason, I have a proposal. I use Zoom meeting for my company staff. I think it is much better compare to Skype. I am willing to sponsor the subscription for the paid account. I can ask my girl to share the account so that we can use Zoom for SIDA next online meeting.
037	Jason	Thanks to Tan. I'll look into this possibility and take it offline with you later.
038	Jason	OK, I now declare the end of today meeting. Thanks to everyone for participation.
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