



SECU Credit Union

Supporting Expectations, Caring for YoU!



*Our Handprint in the
Virtual World Providing
Quality Service*

ANNUAL REPORT

2020



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VISION STATEMENT

An innovative, sound and preferred
Credit Union providing superior services
which meet and exceed members' expectations.

MISSION STATEMENT

Committed to providing
a comprehensive range of services
to meet the socio-economic
and self development needs
of our members and staff while enhancing
the co-operative spirit and youth development
in the national community.





NATIONAL ANTHEM

Forged from the love of liberty,
In the fires of hope and prayer,
With boundless faith in our destiny
We solemnly declare.
Side by side we stand
Islands of the blue Caribbean Sea,
This our native land
We pledge our lives to thee.
Here every creed and race,
Find an equal place,
And may God bless our nation.
Here every creed and race,
Find an equal place,
And may God bless our nation.





PRAYER

Lord, make me an instrument of thy peace
Where there is hatred, let me sow love
Where there is injury, pardon
Where there is doubt, faith
Where there is despair, hope
Where there is darkness, light and
Where there is sadness, joy.
O divine Master,
Grant that I may not so much seek
To be consoled as to console
To be understood as to understand
To be loved as to love
For it is in giving that we receive
It is in pardoning that we are pardoned
And it is in dying that we are born to eternal life.





NOTICE OF THE 39th ANNUAL GENERAL MEETING

Notice is hereby given that the thirty-ninth (39th) Annual General Meeting of SECU Credit Union Co-operative Society Limited will be held via virtual Video Conference on Saturday September 11th 2021 at 1:00pm for the following purposes:

1. To confirm the Minutes of the 38th Annual General Meeting
2. To receive and consider reports of the
 - Board of Directors
 - Statutory Committees
 - The Audited Financial Statements of the Credit Union for the year ended 31st December 2020
3. To appoint Auditors for the period ending at the conclusion of the next Annual General Meeting
4. To declare a dividend for the financial year ended 31st December 2020
5. To elect Officers for the new term 2021/2022
6. To make amendments to Bye-laws - No. 5 (b), 12 (a)
7. To approve the 2021 Budget.
8. To transact any other business that may be properly brought before the meeting.

Members who wish to participate in this AGM are required to pre-register online through our website www.secucredituniontt.com . The Pre-registration period is August 30th to September 10th 2021. Only pre-registered members will receive the meeting link.

The 2020 Annual Report will be available for viewing on the website from September 6th 2021.

By Order of the Board.

Brian Beckles
Secretary to the Board of Directors





Agenda

Call to Order
National Anthem
Invocation/Credit Union Prayer
Credentials Report
Reading of Notice convening the thirty-ninth (39th) AGM
Adoption of Standing Orders
President's Report
Confirmation of the Minutes of the thirty-eighth (38th) AGM
Business arising from the Minutes
Adoption of Reports
(a) Board of Directors
(b) Supervisory Committee
(c) Credit Committee
(d) Education Committee
(e) Auditors' Report and Financial Statements
Credentials Report
Report of the Nominations Committee
Election of Officers for the new term 2021/2022
Budget 2021
Resolutions
(a) Dividend
(b) Honorarium
(c) Appointment of Auditors
(d) Bye-law amendments - No 5(b) and No 12 (a)
Other Business
Vote of Thanks



STANDING ORDERS

1. The microphones shall be muted and the video cameras kept off for all participating members except where permitted by the Chairman.
2. No member shall address the meeting except through the Chair and shall identify himself/herself when called upon and unmute to do so. All speeches are to be clear and relevant to the subject before the meeting.
3. Members will type their questions into the chat box which will be transmitted to the Chairman for responses.
4. A member shall use the Raise Hand button ONLY when:
 - (a) He/she is a mover or seconder of a motion
 - (b) He/she is raising a point of order.
 - (c) He/she requires to object or to explain
 - (d) He/she requires the urgent attention of the Chair
5. A member shall not speak twice on the same subject except:
 - (a) The mover of a motion – who has the right to reply
 - (b) He/She wishes to object or explain any matter (with the permission of the Chair)
6. The mover of a “Procedural Motion”:
(Adjournment, Lay on the table, Motion to postpone) shall have no right to reply.
7. No speeches are to be made after the “Question” has been put and carried or negated.
8. A member rising on a “Point of Order” shall state the point clearly and concisely
(A “Point of Order” must have relevance to the “Standing Order”)
9.
 - (a) A member shall not “call another member to order” but may draw the attention of the Chair to a “breach of order”
 - (b) In no event shall a member call the Chair “to Order”
10. A “Question shall not put to the vote if a member desires to speak on it or move an amendment on it – except that a



“Procedural Motion: The Previous Question”. “Proceed to the Next Business” or the Closure: “That the Question now be put” may be moved at any time.

11. Only one amendment shall be before the meeting at one and the same time.
12. When a motion is withdrawn, any amendment to it fails.
13. The Chairman shall have a right to a “casting vote”
14. If there is equality of voting on an amendment and if the Chairman does not exercise his casting vote, the amendment is lost.
15. Provisions shall be made for protection by the Chairman from vilification (personal abuse)
16. No member shall impute improper motive against another member.



PRESIDENT'S ADDRESS



A warm and hearty good afternoon to you my fellow Co-operators.

Indeed it is my pleasant duty as President of SECU Credit Union to welcome all of you to our 39th Annual General Meeting.

I wish to recognise and welcome our varying stakeholders namely... our Regulators and members of the Co-operative Division, The Co-operative Credit Union League of Trinidad and Tobago (CCULTT), Affiliates within the Credit Union fraternity and their Chapter representatives, CUNA Caribbean Insurance Society Limited, Regulators, Past Presidents and Stalwarts, Board of Directors, Statutory and Ad-hoc Officers, Management and Staff, Junior Executive, invited guests, and most particularly to our committed membership and to those we have not seen for too long a period of time and for which we acknowledge your presence here this afternoon.

This is SECU's 2nd virtual AGM Meeting and we are delighted to spend the next few hours with you as we report on the performance, achievements and challenges during our term of office 2020-2021 and aligned with our theme this afternoon... Our Handprint in a Virtual World, providing quality service.

The Year 2020 in retrospect has been a year of deep awareness, challenges and transitions carried forward into 2021 and beyond. The Global Pandemic continues to test and limit us, where the evidence of 'not going back' to normal is due to the longevity of this Novel CORONA virus (nCoV) Covid 19.

This disruption has upended our lives and livelihood, distanced us physically, forced us to adapt to a new stimulus of doing things differently and making radical changes, particularly in our digital platforms and ICT Systems to provide for a better result and a brighter future.

As a Board entrusted with collective and corporate responsibility, good governance and leadership, leading by example with vision was paramount for SECU Credit Union, in making sure that we continued to make prudent financial decisions and operate in a manner to better serve you. It was incumbent on us to dedicate the time to review our



**PRESIDENT’S
ADDRESS cont’d**

Performance, Development and Strategic Vision with a view to maintain our core values as they align to our priorities.

It is with pride that I report on the following highlights :

- The successful conclusion of our Negotiations (2017-2020) and our preparation towards the new Collective Agreement (2020-2023).
- Our communicative process in providing weekly updates from the Office of the Board Secretary and Quarterly Newsletter information have assisted in formalising the information distribution process.
- Strict adherence to Health ,Safety, Security and Environment (HSSE) regulations.
- Restorative and Maintenance works during the Pandemic.
- Strengthening of our Social Media Platforms(Website and Facebook) and the introduction of LinkedIn, Twitter and Instagram.
- Financial Investments and Investment in People (Iip) employees.
- Pillars of Focus and Worklife Balance.
- Development of New Policies and Standard Operating Procedures (SOP)
- Strategic & Creative thinking initiatives
- Member relations and member care

SECU Credit Union remains ‘fluid’ in spite of the Covid-19 handicaps and we are pleased to announce a payment of 3% dividend despite these economic challenges and on par with the 3% dividend paid for 2019. Following are the highlights in respect of comparative Performance.

CATEGORY	2020 (\$ TT)	2019 (\$ TT)	INCREASE	DECREASE	%
TOTAL ASSETS	208,698,369	211,182,244		2,483,875	1.2
BANK OVERDRAFT	1,030,865	3,868,736		2,837,871	73.4
TOTAL INCOME	19,292,075	18,829,365	462,710		2.5
TOTAL EXPENDITURE	13,086,048	12,315,925	770,123		6.3
MEMBERS SHARES	165,563,165	164,845,951	717,214		0.4
MEMBERS LOANS	166,789,981	174,086,630		7,296,649	4.2
TOTAL NET SURPLUS	6,206,027	6,513,440		307,413	4.7



Whilst it is observed that our Total Assets declined by a 1.2%, mainly due to the negative impact of the Covid 19 global pandemic, where loans to members dropped by 4.2% , due to some members having lost income due to temporary job closures and others having been ‘loaned up’ and unable to access further loans.

It must be noted however, that there was a gain on the non -utilisation of the Bank Overdraft by a positive variance of 73%, which validates the liquidity of the Institution and therefore we were in a position to operate within our financial means.

Members Shares increased by just under 1% demonstrating that prospective members continue to access membership and existing members continue to build on their share value endorsing the trust placed in SECU Credit Union for handling your financial affairs.

Despite having control on Expenditure, there was a 6% increase due to unavoidable Insurance rate increases, Vehicle Insurance, the mandatory Health protocols for Covid-19 to operate in a safe working environment. All Branches had to be outfitted with the pre-requisites, as well as the purchase and subsequent insurance for software and other resources for staff on rotation and those working at home during the further occupancy restrictions. Ultimately our Net surplus was reduced by 4.7%.

Our Delinquency Committee has been working feverishly to reduce the delinquency ratios. Staff working from home have been performing an excellent job in realising consistent patterns of payment from delinquent members. Recovering \$9m in 2020 and over \$6m in 2019 . We wish to commend them on this achievement, driven by the Delinquency Chairman as well as to commend the Management team for their leadership and members of staff for their patience, tolerance and support in these changing times.

We are also happy to report that we have attempted to bring some relief to our members during their financial stress by offering loan restructuring, Covid loans and deferred payments. We are also pleased to report that we have satisfied the reporting requirements of Compliance as is required by the Financial Intelligence Unit of Trinidad and Tobago, as well as the newly introduced IFRS 16 reporting Standard as contained in our Financial statements for Property Leases etc.



PRESIDENT's ADDRESS cont'd

We continue to be guided by our Strategic vision as it relates to our Mission and Vision statements aligned to our five (5) pillars of focus.

1. INSTITUTIONAL MANAGEMENT

We are in an *Era of work flexibility* and therefore maintaining our Work Life Balance encourages us to draw from our last Strategic Plan. Our new Strategic Plan for Period 2021-2023 is already in view to provide for further development to encourage high performing teams .

Several Policies have been completed paralleled to Bye Laws and governing operations. The newly implemented 'working from home' system and the introduction of a Covid-19 policy is also under review. Other Policies are also engaging the attention of the Policy and Bye Laws Committee. These System controls are being monitored by our adept Supervisory Committee

2. FINANCIAL MANAGEMENT

Our Finance & Investment team continues to pursue paths which will lead to further financial stability and growth with vigilance on our Investment portfolio and stock market investments. Financial planning and monitoring are priority considerations for this team in tandem with the support of our Credit Committee .

It is for this reason of prudence and other economic factors which have had a direct impact on the Vision of the new Building, which was to provide for income from occupancy, enjoyment of space for employees with other functionalities.

With moving targets of costs , which have escalated with the advent of the novel Corona virus, the Board of Directors took a decision to place the construction of the new building 'on hold' due to the uncertainty of these turbulent economic times for further review and determination at the end of 2021. The membership will be duly updated for acquiring their approval on the way forward with this project.

3. HUMAN RESOURCE

Our Recruitment and Retention process provides for the Human connection in our Human Resource (HR) Process towards the value of





our Human Capital , our greatest asset being our Management and Staff.We have recently welcomed our Finance Manager- Mrs Stephanie James- Toussaint and ICT Administrator –Mr Kris Gobin to the SECU Family with the objective to strengthen our Finance and ICT Departments.

We continue to develop our employees by reviewing our Organisational Chart and the Talent Management Assessment , to provide for internal mobility, best fit, opportunities of cross training, flexibility and adaptation to ensure deliverables.

Our Performance Appraisal System has been reformatted with measurement tools for targets to provide for enhanced employee performance , recognition and rewards.

a.Training and Development

Management and Staff have been exposed to various levels of training to better equip them in their daily functioning, knowledge base and improvement of skills and motivation so as to share in SECU’S goals and objectives for productive output and Compliance through the Office of our General Manager (Ag) Ms Marlene Zamore.

Our Education Committee is also involved in the development of our Junior Executive members for succession planning and the mentorship program while Members are also being exposed to virtual programs.

b. Health, Safety & Wellness

We are committed to *serve with Safety* at all our Branches, particularly that there has been a National mandate for operating within the strictest protocols during the Covid-19 Pandemic and for which SECU is guided. All staff, Officers and membership have been sensitized to these protocols for transacting business, where wearing masks, washing/sanitizing of hands and social distancing are daily practices.

Full Sanitization at all Branches has been initiated and completed to address and forestall any Covid related issues.

Health & Safety Branch Office Audits have been deferred to later dates due to the restrictions of co-mingling, however our Safety Wardens in



PRESIDENT's ADDRESS cont'd

tandem with the Committee are doing the needful for continued monitoring and compliance of our Asset Inventory.

The well being of our staff and stakeholders are paramount and therefore we have instituted Staff rotations and working from home. Staff have been fully equipped with the resources (Hardware and communication devices) to continue an uninterrupted service to members. Tool Box meetings are in effect at every Branch to fully sensitise workers of their expectation at the workplace.

4. INFORMATION AND COMMUNICATIVE TECHNOLOGY

The Pandemic has forced us to come into a new vision and a new light and therefore it was requisite to initiate a robust ICT System, for continuity of operations. With the restrictions on 'walk-ins' to reduce the risk of infection, our ICT team provided the 'on line membership application process' strengthened the loan processing feature as well as other 'on line facility' for individual account transactions. Cyber security was heightened to protect our network and operating systems and the backup system was also intensified to forestall any bottlenecks. Our ICT Department in unison with our ICT Committee team have been monitoring these implementations.

5. MARKETING

Several accomplishments have been made in Marketing our Brand and securing our Market share. Our Liaison Officer operating in Tobago continues to be our feedback mechanism.

Initiatives completed included:

- ADVERTISEMENTS
- The newly installed double sided bill board signage at Head Office
- Promotional banners at all Branches
- Completed PTSC bus advertisements
- Quarterly Newsletter
- Website and facebook updates promoting our products and services
- Electronic and Print advertising
- Recruitment of additional Providers for our Discount Card



We are hopeful that we can return to our physical activities at some point in time, namely Members Orientation, Golden Achievers Tours



‘Back to the Future and other seasonal promotions, Conferences, Seminars to name a few which have delighted our members and provided more than a financial service.

OTHER AREAS OF ACTIVITY:

(i) Our **Member relations Committee** and their initiatives associated with our Family day, Children’s Christmas Party, Parade at Credit Union opening week etc., have been on hibernation during this Pandemic, however we continue to assist our members and those vulnerable in their moment of need, as well as the distribution of tablets for return to school.

(ii) **Building and Grounds Committee** -A significant amount of restorative work has been completed at the Head Office and Branch Offices to comply with Osha requirements of occupancy and ergonomics. We encourage you to take notice of our recently installed ‘Pedestrian Walkway’ and ‘Entry Access Gate’ at the Head Office, two (2) outstanding works of restoration as well as our internal remodelling at the Princes Town, Chaguanas and Tobago Branches. In closing, your attention is drawn to our several products and services:

- Personal /Character up to 3 times Share value
- Unsecured \$55,000
- Vehicle, Mortgage and Equity
- Education Loans, Tertiary and Graduation
- Covid 19 Loans
- Medical Plan which has the **added bonus of a Medical Card with Life, Critical and Accidental Death & Dismemberment policies with a 24hr service home and abroad.**
- **Be reminded to also complete your Talent Management form which can be found on our Website. www.secucredituniontt.com**

As we approach our 40th year Anniversary of successful operations, we salute our predecessors for being trailblazers and our founding members for your loyalty. We are truly excited to celebrate this special occasion with you and as time approaches further information will be shared.



I wish to extend my warm appreciation and acknowledge the support given by the Executive and Board of Directors, Members of the



***PRESIDENT's
ADDRESS cont'd***

Statutory Committees -Supervisory and Credit, Ad-hoc Committee Officers, Junior Executive, Management Team and Staff for your shared interest and commitment in the setting of your targets and the completion of your deliverables into making this another successful year. Your dedication to your role and function is deeply appreciated.

To our partners and affiliates of SECU Credit Union, we sincerely thank the Offices of the Commissioner and Co-operative Division, the Credit Union League, The Central Chapter, Bankers, Regulators, Attorneys, Girwar and Deonarine, Auditors - R. Ramdass and Company, Sagicor, our medical providers, CUNA, our security personnel and other stakeholders for your guidance, support and co-operation during this term of office.

We extend best wishes to those who have offered themselves for voluntary service and to reiterate that to truly survive this global Pandemic, ***we are called to be champions in these times of struggle to adapt to a new way of living, working and forging relationships.***

To the families of those members who have gone to higher service, we express our sincerest condolences.

To those celebrating special occasions of birthdays, anniversaries and nuptials, we extend our best wishes.

Members, we value the foundation of your trust and remain humbled by the privilege of having served you for this fiscal year.

Thank you for giving us your support and commitment throughout these thirty-nine years and for making SECU your financial destination.

Together we are stronger!

Co-operatively



PRESIDENT

Lois Carmino
SECU Credit Union
Supporting Expectations Caring for you.





**MINUTES OF THE 38th
ANNUAL GENERAL
MEETING OF SECU
CREDIT UNION
CO-OPERATIVE
SOCIETY LIMITED**

HELD VIA ZOOM VIDEO
CONFERENCING ON
SATURDAY DECEMBER
5TH, 2020

1.00 CALL TO ORDER:

The Vice-President, Director Lois Carmino called the meeting to order at 1.10 p.m. and invited all members to stand for the playing of the National Anthem and the recital of the Credit Union Prayer.

2.0 CREDENTIAL REPORT: (1st)

A Credential Report undertaken at 1.10 p.m. indicated that one hundred and thirty-four (134) members were in attendance. It was also reminded that the 'Help Desk' was available for those members requiring assistance.

2.1 WELCOME:

Vice President Carmino welcomed all members and stakeholders to the Meeting of the new normal through the 'Zoom Platform' which included the Head Table, Board of Directors, Statutory Committees of the Supervisory and Credit Committees, Management & Staff, Junior Executive and invited guests.

One minute silence was observed for departed members.

3.0 NOTICE OF ANNUAL GENERAL MEETING:

Director David Trim, Secretary to the Board of Directors, read the Notice and Agenda convening the Thirty-Eighth Annual General Meeting of SECU Credit Union Co-operative Society Limited, as stated on pages 5 and 6 of the Annual Report/Brochure.

4.0 ADOPTION OF THE STANDING ORDERS:

The Secretary, Director David Trim, read the Standing Orders as stated on page 7 of the Annual Report/Brochure. On a motion moved by Mr. Curtis Alleyne and seconded by Ms. Claudette Phillip, the Standing Orders were adopted by the meeting, by majority vote, with sixty-one members voting in favour, none against and one (1) abstention.

4.1 SAFETY BRIEFING:

Video was viewed.

5.0 ANNUAL REPORT BROCHURE:

On a motion moved by Mrs. Rona Bertrand-Hodge and seconded by Mr. Kerel Warrick, the Annual Report/Brochure was taken as read by majority vote, with sixty-four (64) members voting in favour, one (1) against and two (2) abstentions.



6.0 INTRODUCTION OF HEAD TABLE:

The President introduced the rest of the Executive Members at the Head Table to the meeting: Directors Pascall Marcelin (Treasurer), David Trim (Secretary), Lois Carmino (Vice-President) and Ms. Marlene Zamore (Ag. General Manager).

7.0 ACKNOWLEDGEMENT OF GUESTS:

The Chairman acknowledged the presence of the following guests:
Mr. Randy Deyal of the Cooperative Division, Ministry of Youth Development and National Services as well as SECU’S Auditors represented by Ms. Vidya Ramdass of R. Ramdass & Company.

8.0 PRESIDENT’S REPORT (Highlights):

Prior to the commencement of the President’s Report, President Carpette referred the meeting to some corrections in her address as follows:

- (i) Page 9 - Under Performance ... Members Loans in 2019 to read 174,086.30

The President, Ms. Ingrid Carpette, noted that while 2019 was a remarkable year financially and otherwise for SECU Credit Union, 2020 had been one of uncertainties. A new thrust in technology was revealed through “Virtual Meetings” and in this regard the (PPT) People, Process and Technology had been altered by the global effects of the Covid- 19 pandemic. This took its toll on the economic climate, social outlook, cultural stability and spiritual landscape overnight, shocking everyone into that new normal.

In 2019, provisions for loan losses were fully met in keeping with the implementation of International Financial Reporting Standard (IFRS9) in 2018, while a decrease in the overall delinquency ratio has been experienced. All compliance-related reporting requirements to the Financial Intelligence Unit of Trinidad and Tobago (FIUTT) have been satisfied.

Performance:

The Credit Union continued to record growth in key areas namely: Total Assets, Members’ Loans, Members’ Shares, Total Income and Net Surplus.

A marginal increase was recorded in Expenditure.

Comparative figures were informed relative to 2018 vs 2019:





- 3.04% increase in Total Assets.. \$204,945,498 vs \$211,182,244.
- 1.97% increase in Members' Loans .. \$170,734,173 vs \$174,086,630
- 0.10% increase in Members' Shares ... \$164,684,871 vs \$164,845,951.
- 9.17% increase in Total Income...\$17,247,974 vs \$18,829,365.
- 3.37% increase in Total Expenditure.....\$11,914,293 vs \$12,315,925.
- 22.12% increase in Net Surplus ... \$5,333,681 vs \$6,513,440.

**Technology
Debit Card**

The Agreement for the International Debit Master Card offered through LinCU was terminated due to very low card enrolment and usage by members. Negotiations are currently underway and progressing well with another card provider that will result in greater benefits for all.

Online and Mobile Services

Online and Mobile Services are available and members are urged to sign up and utilize those services as the Credit Union operates within the new normal during the pandemic. Members can save valuable time and money whilst keeping safe by conducting their day-to-day financial affairs within the comfort, safety and convenience of their own space.

Corporate Vision

The current Strategic Plan covers the period 2017 to 2020 and the majority of goals have been achieved. As SECU charts the way forward to 2021 and beyond through prudent management and strategic thinking, it will pursue a path of measured growth, institutional strengthening and governance to ensure that it continues to enjoy sustainability, productivity and efficiency.

Infrastructure

While several statutory approvals were received for the new head office building, approvals from the Regional Corporation and Ministry of Works are still outstanding. General improvements were carried out at our other Branch Offices.

Policy Manual

The Committee has completed many key policies, Standard Operating Practices (SOPs) and terms of reference for sub-committees during the period. A comprehensive review of the Bye-Laws was undertaken and is contained in the Resolutions.





Junior Executive Programme

The Education Committee continues to support and monitor this group of young persons, who have been quite receptive to the Programme. The Annual Summer Internship Programme was conducted successfully again in 2019 together with other activities.

Other Activities

As SECU continues to operate in a holistic manner several other activities were conducted during 2019 which can be found in reports of both the Board and Education Committee.

In conclusion, the President expressed sincere thanks and gratitude to the Board of Directors, Members of the Supervisory and Credit Committees, Members of the Junior Executive Programme, Management and Staff for their support, commitment and dedication displayed during the last year. Special mention was also made of the former General Manager, the Co-operative Development Division, the Credit Union Co-operative League of Trinidad and Tobago and other key stakeholders.

She also thanked the loyal members for the trust and confidence which they placed in SECU Credit Union and looked forward to their continued support, involvement and participation in everything which the Organisation offers.

President Carpette observed that the Credit Union continues to operate in unprecedented times and urged members to observe all the established protocols and guidelines to ensure the safety of all.

9.0 CONFIRMATION OF MINUTES OF THIRTY-SEVENTH (37TH) ANNUAL GENERAL MEETING:

The Chairman drew members' attention to the Minutes of the Thirty-seventh (37th) Annual General Meeting as stated on pages 11 to 30 of the Annual Report/Brochure and invited comments/suggestions/questions.

Corrections

On page 14, in the last line, change "Preseident" to "President".

On page 28, under "Supervisory Committee" change "Kenneth Medin" to "Kenneth Medina".





Confirmation: The Minutes of the thirty-seventh (37th) Annual General Meeting were confirmed on a motion moved by Mr. Kenneth Medina, seconded by Mr. Curtis Alleyne and accepted by the meeting by majority vote, with fifty-six (56) members voting in favour, one (1) against and no abstentions.

10.0 BUSINESS ARISING FROM THE MINUTES: There were no matters arising out of the Minutes of the Thirty-seventh (37th) Annual General Meeting.

11.0 ADOPTION OF REPORTS: **A) BOARD OF DIRECTORS' REPORT:** The Chairman drew members' attention to the Board of Directors' Report as stated on pages 31 to 47 of the Annual Report Brochure and named the Board of Directors for the term because some of them were not present due to the protocols of the virtual meeting:

Ingrid Carpette (President), Lois Carmino (Vice-President), Pascall Marcelin (Treasurer), David Trim (Secretary), Brian Beckles (Assistant Secretary), Juliet Huggins (Director), Peter Bostic (Director), Shivaughn Murray (Director) and Ruthven Goddard (Director).

Some highlights of the report were as follows:

- Covid 19 Relief Loan in the sum of Ten Thousand Dollars (\$10,000.00) was made available to members.
- 26% or \$1.4 million reduction in the bank overdraft over the financial year and no overdraft facilities have been used from April 2020 to date.
- During the financial year, members were able to borrow two and a half times (2 ½) their shares in Ordinary loans and Fifty-five Thousand Dollars (\$55,000) as an unsecured loan.
- The Credit Union recovered \$6.9 million from delinquent loans during the period January to December 2019.
- The following policies were approved by the Board during the period under review:
 - Delinquency Policy
 - Computer Equipment Life Cycle Policy
 - Terms of Reference for all Board-appointed Committees



Standard Operating Practices (SOPs) for Customer Service Functions as well as the processing of CUNA Insurance claims for loan protection and life savings.

- The network was upgraded and segmented to enhance security.
- Inter-branch redundancy implemented via VPN connections.
- Redundant cooling was added to the server room as well as a temperature monitoring solution.
- New managed HP copier/printer solution added to Branches.
- New PCs were purchased and changed out.
- Planned fire safety drills supervised by the Fire Services
- Training for all wardens
- Hosted a Health Fair where members received free medical testing
- Pedestrian crossing completed at the head office
- In the process of constructing a walk –way in line with the pedestrian crossing at the head office.
- Installation of bump stops at the head office
- Implemented all required safety and health measures at all offices with reference to the Covid-19 Pandemic
- Addressed all other safety and health issues.
- Installation of push bars on emergency exit doors at the head office
- Drafting a Property Maintenance Schedule for all such works
- Other general repair/maintenance works were conducted to ensure that all facilities were fully operational.
- SECU purchased shares in the following:
 - First Citizens Bank Limited
 - Trinidad and Tobago National Gas Limited (TTNGL)
 - Massy Holding Limited
 - Republic Financial Holdings Limited
 - Scotiabank Trinidad and Tobago Limited
 - West Indian Tobacco Company Limited (WITCO)
 - NCB Financial Group Limited

The Chair recognised member Sharon Brathwaite who asked for the reasons as to why the Visa/debit card was discontinued

The Chairman explained that the Debit card had a low enrollment and usage after extensive marketing was conducted. At the last AGM there were 529 members showing interest in the card, currently there are 179 members





enrolled. Based on these factors, the service of LinCU was discontinued and SECU is pursuing the services of another feasible provider.

The Chair recognised member Errol Bethelmy who enquired into the plans by the Credit Union to deal with members who suffered loss due to the pandemic.

The Chairman explained that there were options such as deferrals, moratoriums and restructuring of loans which resulted in a lower repayment arrangement for members. In April 2020, SMS text messages were sent out informing members affected by the Pandemic of these options. President Carpette emphasized that this situation was discussed and the necessary assistance was provided in the past.

The Chair recognised member Annamarie La Touché who enquired as to why members over sixty five years were not allowed to join the medical plan

The Chairman indicated that the medical plan provider stipulated that the plan provides coverage to members under the age of sixty. Those over sixty (60) already enrolled in the plan were automatically transferred to the retirement plan. Therefore the Credit Union had to comply with the rules of the insurance provider.

Member Keith Gibson noted that the increase in membership shares by \$161,000.80 was a very small margin.

The Chairman pointed out that during the Pandemic many members were making withdrawals and this was responsible for this situation

Member Gibson indicated that he signed up for the debit card and after one year it was stopped. He asked if due diligence was done with regards to the decision to cancel this card. He recommended that members be encouraged to save and not only take loans. He also suggested that training should be offered to members encouraging them to save.

The Chairman stated that discussions were held with members who were encouraged to be thrifty, however the concerns were noted and would engage the Board's attention.



Acceptance/Adoption:

The Board of Directors' Report was accepted on a motion moved by Maimoon Ali Balkaran, seconded by Wayne Mason and accepted by the meeting with sixty-three (63) members voting in favour, none against and one (1) abstention.

B) CREDIT COMMITTEE'S REPORT:

Mr. Curtis Alleyne, Chairman of the Credit Committee drew members' attention to the Credit Committee's Report on Page 51 of 53 and invited questions and comments.

Mr. Alleyne mentioned that there was an increase of \$3.4 million in the loan portfolio from \$170.7 million in 2018 to \$174.1 million in 2019.

There were no questions or comments on the report.

Acceptance/Adoption:

The report of the Credit Committee was accepted/adopted on a motion moved by Claudette Phillip, seconded by Brenda Nicholas and accepted by the meeting, by majority vote, with sixty-five (65) members voting in favour, none against and one (1) abstention.

C) SUPERVISORY COMMITTEE'S REPORT:

Mr. Kenneth Medina, Chairman of the Supervisory Committee, presented the Supervisory Committee's Report and invited questions and comments.

He indicated that during the period under review, the Supervisory Committee perused and verified the following documents:

- a. Bank Reconciliation Files
- b. Loan Files of all categories
- c. Delinquency Files
- d. Receipts and Deposits Books
- e. Bank Statement: Cash Flow
- f. Investments Files
- g. Board Minutes
- h. Credit Committee Reports
- i. Directors, Officers and Staff Loans Files
- j. Insurance Policies
- k. Policies and Procedures
- l. Returned Mail
- m. Management Letter from Auditors 2018/2019
- n. Compliance Reports
- o. Financial Reports
- p. Members' Complaint Register
- q. Source of Funds Files
- r. Motor Insurance File

There were no questions or comments on the report.





Acceptance/Adoption: The report was accepted/adopted on a motion moved by Wayne Mason, seconded by Sharon Caesar and accepted by the meeting, by majority vote, with sixty-three (63) members voting in favour, none against and one (1) abstention.

D) EDUCATION COMMITTEE'S REPORT:

Director Peter Bostic, Chairperson of the Education Committee, expressed a concern that members were not participating in the educational programmes which can help them improve their knowledge base. He implored members to register and co-operate when the credit union advertises those courses.

Training Programmes

During the period under review, elected officials and staff received training in the following areas:

- Legal Instruments and Loan Security/collateral documents
- Credit Assessment – Safeguards against risks
- Customer Service
- Understanding Financial Statements
- Directors and Managers Professional Leadership

Programme,

- FIUTT Compliance -IFRS9 (International Financial Reporting Standards)

A session on Covid-19, Diabetes and Hypertension was facilitated by a registered Nurse while general information and other tips were provided by a registered Dietitian.

Membership Awards

Bursary Awardees

Cash and Share Gifts Certificates were awarded to children of members for the following:

- CAPE Awardees
- CSEC Awardees
- SEA Awardees

The Chair recognised member Alicia Gibson who enquired into the SEA students bursaries for 2020.

Director Bostic Indicated the Board had already made a decision that Bursaries would be distributed but there were some challenges being experienced with the CAPE and CSEC results. He assured that as soon as this was addressed, members would be contacted since it was the practice and custom for SECU to reward performance in these examinations.



Member Dillon Haynes noted that one member of the Education Committee was excused seven times and another member was absent four times out of eleven meetings. He asked what was the protocol in going forward for members who was absent for so many meetings.

Director Bostic explained when a member asked to be excused, it was because that member has serious commitment to some other matter. However in the future members will be selected based on their availability to serve on the Committee

Member Keith Gibson suggested that a listing of training courses should be presented at the AGM so that staff and members are made aware of programs that are available. Secondly, there should be a training program for members every quarter to help them save in order to have more money invested in the Credit Union

Director Bostic commented that the members were asked to participate in training offered by the National League in the past, however there was a challenge to get a sufficient amount of members to conduct certain classes.

Acceptance/Adoption:

The Education Committee's Report was accepted/adopted on a motion moved by Claudette Phillip, seconded by Kerel Warrick and unanimously accepted by the meeting with seventy (70) members voting in favour, none against and no abstention.

E) Auditors Report and Financial Statement:

The Independent Auditor's Report was presented by Ms. Vidya Ramdass of R. Ramdass & Company as reported on pages 60-62.

It was indicated that the Audit was conducted in accordance with International Standards on Auditing (ISAs), together with their responsibilities, objectives and Statements.

The Finance Manager – Mr. Joseph Timothy, presented the Treasurer's Report (pages 63-94). Some highlights were as follows:

Growth in Total Assets from \$204,945,498 in 2018 to \$211,182,244 in 2019.

Growth in Total Members' Equity from \$21,359,000 in 2018 to \$25,384,391 in 2019.

Growth in Total Income from \$17,247,974 in 2018 to \$18,829,365 in 2019.

Growth in Total Expenditure from \$11,914,293 in 2018 to \$12,315,925 in 2019.

Growth in Net Surplus from \$5,333,681 in 2018 to \$6,513,440 in 2019.





Acceptance/Adoption: Both the Independent Audited Report/Financial Statement were accepted by the meeting on a motion moved by Curtis Alleyne, seconded by Vena Cuffie with sixty-nine (69) members voting in favour, two (2) against and no abstentions.

12.0 CREDENTIALS REPORT: (2nd) Credential Report undertaken at 2.40 p.m. revealed that two hundred and seventy (270) members and one (1) guest were in attendance.

13.0 REPORT OF THE NOMINATIONS COMMITTEE: Director Lois Carmino, Chairperson of the Nominations Committee, presented the Report of the Nominations Committee as stated on pages 95 to 97 of the Annual Report/Brochure and invited questions/comments.

Members were nominated for election to the Board and Statutory Committees as follows:

Board of Directors

Curtis Alleyne
Peter Walter Bostic
Pascall Marcelin
Mikhail Moolchan
Shivaughn Murray
Carlotta Ruiz
Charlene Williams

Credit Committee

Althier Alleyne
Anthony Brathwaite
Sonia Lisa Hoyte
Gail James
Elizabeth Johnson-Mason
Ewart Reyes
Eastlyn Samuel
Kerel Anson Warrick

Supervisory Committee

Lisa Dyer
Angeline Ayow
Ann John
Kenneth Medina
Claudette Phillip
Wendy Murray
Keron Pujadas





Acceptance/Adoption: The AGM Nominations Committee Report was adopted on a motion moved by Hayden Dean, seconded by Kenneth Medina and accepted by the meeting, by majority vote, with sixty-eight (68) members voting in favour, one (1) against and one (1) abstention.

14.0 ELECTION OF OFFICERS FOR THE NEW TERM 2020/2021:

Mr. Randy Deyal, Corporative Officer of the Corporative Division, Ministry of Youth Development and National Services, acted as the Returning Officer for the elections.

The Returning Officer provided an instructional video on the voting process.

Video profile of each nominee was viewed by the membership.

With the opening of the 'election portal' members were invited to vote accordingly.

15.0 BUDGET 2020:

The Treasurer, Director Pascall Marcelin, presented the budget for 2020. Some highlights were:

- ♣ Total Income of \$21,011,000
- ♣ Total Expenditure of \$14,708,031
- ♣ Net Surplus of \$6,302,970

There were no questions arising out of the Budget for 2020.

Approval/Acceptance

The Budget for 2020 was approved/accepted on a motion moved by Curtis Alleyne, seconded by Kenneth Medina and accepted by the meeting with sixty-nine (69) members voting in favour, none against and four (4) abstentions.

16.0 RESOLUTIONS:

A) Dividend

Be it resolved that this 39th Annual General Meeting accepts the recommendation of the Board of Directors to pay a dividend of 3.0% on fully paid-up shares, of which 20% will be credited to the members Shares and 80% pauable by cheque.

The motion to accept was moved by Keith Gibson seconded by Wayne Mason and accepted by the meeting with sixty-two (62) members voting in favour, none against and three (3) abstentions.





B) Honorarium

The following resolution was presented by Kenneth Medina.

Be it resolved that this 38th Annual General Meeting accepts the recommendation of the Board of Directors to pay an honorarium to all elected Officers who served during the 2019/2020 term, of 4.53% of the retained earnings which is equivalent to \$211,455.00. A payment of 50% was already made from the Reserve Fund on the approval of the Commissioner for Co-operative Development.

The motion to accept was moved by Kenneth Medina, seconded by Khadine Warrick and accepted by the meeting with sixty-five (55) members voting in favour, two (2) against and six (6) abstentions.

C) Appointment of Auditors

Be it resolved that this 38th Annual General Meeting accepts the recommendation of the Board of Directors to appoint R. Ramdass & Company as Auditors for the period ending at the conclusion of the next Annual General Meeting.

The motion to accept was moved by Martin Charles and seconded by Kerel Warrick and accepted by the meeting with sixty-nine (69) members voting in favour, one (1) against and three (3) abstentions.

D) Bad Debts Write-off

SECU Credit Union Co-operative Society Limited utilizes all the options available to recover bad debts or delinquent loans, however all efforts to recover 20 accounts valued at \$218,658.27 have proven to be futile.

Be it resolved that this 39th Annual General Meeting accepts the recommendation of the Board of Directors to have 20 accounts valued at \$218,658.27 be written off during the 2020 financial year against the provision for delinquent loans. Collection efforts will still be made even though write-offs have occurred.



STATUS	NO. OF ACCOUNTS	LOAN BALANCE
Uneconomical to pursue	9	\$16,655.54
Uncollectable	8	\$99,257.73
Deceased	3	\$102,745.00
TOTAL	20	\$218,658.27

Note:

- Uneconomical to pursue – The balances are relatively small for any further action.
- Uncollectable – Members are unemployed, have migrated and/or not in possession of the means/assets from which the debt can be settled.
- Deceased – There are no means/assets or insurance policy from which the debt can be settled.

The motion to accept was moved by Sharon Caesar, seconded by Kenneth Medina and accepted by the meeting with sixty-three (63) members voting in favour, three (3) against and four (4) abstentions.

17.0 CREDENTIALS REPORT: (3rd)

A Credentials Report undertaken at 3.30 p.m. revealed that two hundred and seventeen (270) members and one (1) guest were in attendance.

18.0 Amendments to Bye Law

**a) Amendments to Facilitate Virtual Meetings
Section 1 -Interpretation**

(a) (IV) “Meetings of the Society” means any General Meeting or any meeting of the Board, or of the Credit, Supervisory or Education Committee.

To be amended to read:

(a) (iv) “Meetings of the Society” means any General Meeting or any Meeting of the Board or of the Credit, Supervisory or Education Committee whether virtually or face to face.

“Virtual” means teleconferencing, videoconferencing or similar media of communication whereby a participant can speak, hear and participate in proceedings.





The motion to accept was moved by Claudette Phillip, seconded by Kerel Warrick and accepted by the meeting with eighty-five (85) members voting in favour, none against and two (2) abstentions.

Other Amendments to Bye Laws Section 4: Membership

Clause states the following from (a) to (d)

- (i) All persons of good character age 16 years and over who are permanent employees of Caribbean Ispat Limited.
- (ii) All persons employed at Caribbean Ispat Limited on a continuous temporary basis.
- (iii) Former employees of Caribbean Ispat Limited who has been members of the Co-operative Society Limited.
- (b) Employees of Companies on the Point Lisas Industrial Estate and environs.
- (c) Present employees of the society who are 16 years of age and over.
- (d) Spouses and children (up to age 16) of the Bonafide members of the society.

Section 4 to be amended to read:

- (a) Citizens and/or Residents of Trinidad and Tobago.
- (b) Other registered Co-operative Societies in Trinidad and Tobago
- (c) All persons living and working in Trinidad and Tobago

The motion to accept was moved by Kenneth Medina, seconded by Curtis Alleyne and accepted by the meeting with seventy-three (73) members voting in favour, two (2) against and three (3) abstentions.

Section 5 - Admission

Clause (a) states: Application for membership shall be made on the prescribed form to the Secretary and disposed of by the Board.

No application shall be entertained except the applicant is recommended by a member. Voting on all applications shall be by ballot. The negative votes of three (3) members of the Board shall disqualify any applicant from membership.



Amendments - Delete from clause (a) the following:

No application shall be entertained except the applicant is recommended by a member.

Voting on all applications shall be by ballot

Amendment - Clause (a) to read

Application for membership shall be made on the prescribed form to the Secretary and disposed of by the Board.

The reasoning given by the Chairman was that:

The part of the clause being deleted is not applicable as members can join the credit union. That has created a problem in the past where members had to get a recommendation but this no longer applies

The amendment was moved by Abeja Charles, seconded by Angeline Ayow and accepted by the meeting with sixty-seven (67) members voting in favour, five (5) against and three (3) abstentions.

Additional time was given to members to exercise their understanding of Section 5 (a) Admissions and reflected as under:

The amendment was moved by Abeja Charles, seconded by Angeline Ayow and accepted by the meeting with seventy-seven (67) members voting in favour, two (2) against and one (1) abstention. The motion was carried by majority vote.

Section 10- Nominations

Clause (c) Fees states the following:

No fee shall be payable for the first nomination made by a member. For each subsequent revocation, nomination or variation, the nominator shall pay a fee of fifty cents (0.50c)

Amendment Delete entire clause

The amendment was moved by Claudette Phillip, seconded by Samanta Guevarra and unanimously accepted by the meeting with eighty-one (81) members voting in favour, none against and no abstention. The motion was carried.





Clause (e) limit states:

Provided further, the Society shall, unless prevented by order of a Court of competent jurisdiction, pay to such nominee or nominees or legal personal representative as the case may be, a sum not exceeding five thousand (\$5,000.00) due to the deceased member from the Society. All other monies due to the deceased member from the Society shall fall into his estate.

Clause (e) to be amended to read:

Provided further, the Society shall, unless prevented by order of a Court of competent jurisdiction, pay to such nominee or nominees or legal personal representative as the case may be, a sum not exceeding fifty thousand (\$50,000.00) due to the deceased member from the Society. All other monies due to the deceased member from the Society shall fall into his estate.

The amendment was moved by Curtis Alleyne, seconded by Martin Charles and accepted by the meeting with eighty-two (82) members voting favour, none against and no abstention. The motion has been carried.

Clause10 (f) Intestacy states:

If a member dies intestate without having made any nomination, the Board may without a grant of Letter of Administration pay a sum not exceeding five thousand dollars (\$5,000.00) to such person or persons as may appear to them on sufficient evidence, to be entitled to receive the same within one (1) year.

If such member being illegitimate is not survived by mother, spouse or lawful issue or any person who under the provisions of the Matrimonial and Property Act 1972 is entitled to the said sum the Board shall deal with it as the Administrative General may direct.

Clause10 (f) Intestacy to be amended to read:

If a member dies intestate without having made any nomination, the Board may without a grant of Letter of Administration pay a sum not exceeding fifty thousand dollars (\$50,000.00) to such person or persons as may appear to them on sufficient evidence, to be entitled to receive the same within one (1) year.

If such member being illegitimate is not survived by mother, spouse or lawful issue or any person who under the provisions of the Matrimonial and Property Act 1972 is entitled to the said sum the Board shall deal with it as the Administrative General may direct.

The amendment was moved by Samantha Guevarra, seconded by Sunita Joseph and accepted by the meeting with seventy-seven (77)



members voting in favour, none against and one (1) abstention. The motion was carried.

Amendment:
Delete entire clause

Section 23-General Meeting

Clause (b) states:

The Annual General Meeting shall be convened by the Board not later than one (1) month after report of the audit of the accounts of the Society is received by the Board. At least fourteen (14) days notice shall be given to all members. The notice shall state the date, time and venue of the meeting and the business to be transacted thereat.

Clause (b) to be amended to read:

The Annual General Meeting shall be convened by the Board not later than three (3) months after the report of the audit of the accounts of the Society is received by the Board. At least fourteen (14) days notice shall be given to all members. The notice shall state the date, time and venue of the meeting and the business to be transacted thereat.

The amendment was moved by Dillon Haynes, seconded by Samantha Guevarra and accepted by the meeting with seventy-five (75) members voting in favour, none against and one (1) abstention. The motion was carried.

Section 28 Clause (d) – Board of Directors

Clause (d) states: The post of Manager, Secretary and Treasurer may be held by the same person.

**Amendment Delete
the entire Clause**

Clause (d) to read

A Board of Committee member may take leave of absence if he is required to be away from the society or country for any purpose for a period not exceeding six (6) months. A Leave of absence shall not be considered a vacancy.

The amendment was moved by Samantha Guevarra, seconded by Wayne Mason and accepted by the meeting with seventy-two (72) members voting in favour, two (2) against and two (2) abstentions. The motion was carried.

Section 37 – Duties of Manager or Treasurer

Amendment-Delete “or Treasurer” from heading



**Section 37 – heading to be amended to read:
Duties of Manager**



The amendment was moved by Maimoon Ali- Balkaran, seconded by Karlene Edwards Warrick and accepted by the meeting with sixty-nine (69) members voting in favour, none against and four (4) abstentions. The motion was carried.

Section 38 - Supervisory Committee

Clause (f)(v) states;

Attest at least one (1) member the monthly financial statement prepared by the Treasurer or Manager of the Society

Clause (f)(v) to be amended to read:

Have at least one (1) member attest the monthly financial statement prepared by the Manager of the Society.

The amendment was moved by Angeline Ayow, seconded by Keith Gibson and accepted by the meeting with seventy-two (72) members voting in favour, none against and three (3) abstentions. The motion was been carried.

j) Section 40 (a,e,c) –Loans

Clause(a)states

The Society shall make loans exclusively to its own members and solely for provident or productive purposes, inclusive of mortgage or real property. Interest on such loans shall not exceed twelve percent (12%) per annum.

Clause (a) to be amended to read:

The Society shall make loans exclusively to its own members and solely for provident and productive purposes. Interest on loans shall be fixed by the Board.

The amendment was moved by Samantha Guevarra, seconded by Keith Gibson and accepted by the meeting with seventy (70) members voting in favour, two (2) against and two (2) abstentions. The motion has been carried.

Clause (e) states:

No loans shall be made unless approved by a majority of the members of the Credit Committee who are present at the meeting at which the application is considered. If there is a difference of opinion concerning the granting of a loan the decision shall be arrived at by ballot.

Clause (c) to be amended to read:

No loan shall be made unless approved by a majority of the members of the Credit Committee.



The amendment was moved by Martin Charles, seconded by Kerel Warrick and accepted by the meeting with seventy-one (71) members voting in favour, none against and four (4) abstentions. The motion was been carried.

Clause (c) states:

No loan shall be made to a member who is indebted to the Society, which results in the member remaining indebted to the Society on two (2) separate loans, neither of which is secured by a mortgage or charge on property owned by the member.

Amendment: Delete the entire clause.

The amendment was moved by Carlotta Ruiz, seconded by Adrian Regis and accepted by the meeting with ninety-one (91) members voting in favour, two (2) against and four (4) abstentions. The motion was carried.

Section 46 -Pass Books:

(a) Every member or depositor shall be issued with a passbook in which shall be recorded all monies paid to the Society towards shares, deposits, repayment of loans, interest and fines in separate columns. Loans paid out on shares or deposits withdrawn shall also be recorded therein. Every entry in the Pass Book shall be initialled by the person receiving paying or entering the money represented thereby.

(b) No Money shall be received from or paid to a member or depositor in respect to these accounts unless his Pass Book is presented for the proper entry to be made therein.

(c) In the event of the Society's accounts being computerized or mechanized the passbooks shall be replaced by the issue to each member of at least a quarterly statement containing all his financial transactions with the Society including the balances on each account contained therein.

Amendments: Delete Clauses (a) and (b).

Clause (c) to be amended to read:

Every member, upon request, shall be issued a computerized statement containing all his financial transactions with the Society including the balances on each account contained therein. Members shall be entitled to one





free statement per annum and a request for subsequent statements will be at the appropriate fee as determined by the Board.

The amendment was moved by Samantha Guevarra, seconded by Robert Murray and accepted by the meeting with seventy-three (73) members voting in favour, two (2) against and three (3) abstentions. The motion was carried.

1) Section 47 -Audit of Accounts

The Board shall submit the books of accounts of the Society for audit within two (2) months of the close of the financial year.

Section 47 to be amended to read:

The Board shall submit the books of accounts of the Society for audit within two (2) months to four (4) months of the close of the financial year.

The amendment was moved by Karlene Edwards Warrick, seconded by Eastlyn Samuel and accepted by the meeting with seventy-three (73) members voting in favour, none against and three (3) abstentions. The motion was carried.

The General Manager (Ag) Ms. Zamore explained that the amendment to the Byelaws would have resulted in the new lettering and numbering of some of the other Byelaws. She then declared “Be it resolved that the lettering and numbering of Bye-Laws numbered 1 to 47 be amended accordingly. “

19.0 Election results: The election results were announced by Mr Randy Deyal as follows:

The Board of Directors has three (3) vacancies.

Board of Directors

<u>Officers</u>	<u>No. of Votes</u>
Pascall Marcelin	163
Shivaughn Murray	159
Peter Walter Bostic	141
Curtis Alleyne	111 (1 st . Alternate)
Carlotta Ruiz	67 (2nd Alternate)
Charlene Williams	39
Mikhail Moolchan	11





Credit Committee The Credit Committee has five (5) vacancies.

<u>Officers</u>	<u>No. of Votes</u>
Anthony Brathwaite	185
Kerel Anson Warrick	184
Ewart Reyes	149
Althier Alleyne	125
Sonia Lisa Hoyte	117
Gail James	100 (1 st . Alternate)
Elizabeth Johnson-Mason	73 (2 nd . Alternate)
Eastlyn Samuel	42

Supervisory Committee The Supervisory Committee has three (3) vacancies.

<u>Officers</u>	<u>No. of Votes</u>
Keron Pujadas	138
Angeline Ayow	129
Wendy Murray	126
Claudette Phillip	110 (1 st Alternate)
Kenneth Medina	082 (2 nd Alternate)
Ann John	71
Lisa Dyer	68

Destruction of Ballots: A motion for the destruction of the ballots was moved by Samantha Guevarra seconded by Martin Charles and accepted by the meeting with sixty-two (62) members voting in favour, none against and one (1) abstention. The motion was carried.





20.0 OTHER BUSINESS:

Member Judy Granger Gabriel asked the question as to how the Credit Union is trying to assist low income members in attaining loans. The Chairman pointed out, that the loan criteria and policies were established as a means of managing risks exposure and delinquency. All members including low income members are evaluated on an individual basis. Where it is absolutely necessary and warranted the Board will consider a waiver of policy. However, this is also subjected to a recommendation of the Credit Committee. If low income members do not possess the required deposits to obtain character loans they can access the unsecured loans once they meet the criteria.

Members Nigel and Rebeca Allert enquired as to why interest rates had increased so much each year.

The Chairman explained that the records show that interest rates have remained constant and where changes are made it would result in a reduction. For instance, the mortgage loans interest rates were reduced from 1.5% to 0.9% and then to 0.5%, which was a significant reduction. Interest rates on roll on/roll off vehicles were temporarily reduced from 0.9% to 0.5%. Computer loans were temporarily reduced from 1.2% to 0.5%.

Member Betty Ann Chandler questioned as to why there was a limit on the amount of money members can withdraw at any one time.

The Chairman indicated that with a deposit account there is a daily withdrawal limit of \$2500. In the case of shares the Board is mindful that funds are sometimes required at short notice so reasonable limits are implemented not requiring the stipulated six (6) months notice as required by the Byelaws section 14. Any request for the amounts about the stipulated limits are considered on a case by case basis for emergencies like medical issues, etc.

Member Lex Lovell enquired about the retiree benefits from the Credit Union with respect to bank statement cost and noted that members were experiencing telephone issues.

The Chairman pointed out that with the cessation of mailing members statements, the cost to members requesting printed statements is being reviewed. Further updates will be provided as time goes by and members will be updated. With respect to the telephone issues the President explained that SECU was having telephone system issues and that the problem would be rectified shortly.



Member Algernon Innis asked what does the word AGM mean



The Chairman explained that an AGM (Annual General Meeting) is a yearly meeting of members and shareholders of the Credit Union to hold elections, to present the audited financial statements of the organization, as well as approve the budget for the coming year and other relevant reports on the performance and activities of the organization.

21.0 VOTE OF THANKS:

The President invited Director Ruthven Goddard to give the vote of thanks. Director Goddard thanked everyone who contributed to making the thirty-eighth Annual General Meeting of SECU Credit Union a successful one. Special mention was made of the President, Mrs. Ingrid Carpette, for her leadership and for guiding the Credit Union to the new normal during this Covid-19 pandemic.

Special thanks were also given to the Members of the Board, Credit, Supervisory Committees and sub-committees for making the decisions of support to get members through this challenging time as stated by the President in her Address.

Appreciation and thanks were given to Mr. Randy Deyal of the Commissioner's Office who presided over the elections for today's Annual General Meeting, the Commissioner for Co-operative Development thanks for guidance and advice the Auditors, R. Ramdass & Company Limited and staff, for conducting the audit.

Director Goddard specially thanked In-Events Caribbean, members of the Member Relations and IT Committees for hosting the virtual Annual General Meeting 2020 and allowing the Credit Union to connect to its members in this time of change and uncertainty.

He also thanked staff for making SECU's 2020 AGM a success by their involvement and willingness to complete tasks beyond their comfort zone and to those frontline workers, who continue to service our valued customers during this Pandemic Year.

In closing, he thanked the dedicated members of SECU who have joined their credit union to participate in this virtual platform 2020 for their continued support.

The President extended birthday wishes to member Keith Gibson and to all other members celebrating birthdays on that day. She then congratulated members for their level of participation and involvement in the day's meeting.





The President stated that on behalf of the Board of Directors, Management and Staff of SECU Credit Union, she saluted members and prayed that they and their families enjoy a peaceful and restful Christmas. Members were encouraged to approach 2021 with hope for a bright future and may God continue to bless all members of SECU Credit Union.

She extended condolences to one of SECU's member of staff on the tragic loss of their sister. May God watch over you all and give you strength.

Without further business the Meeting was concluded at 4.45pm with the President congratulating all the successful candidates for 2020.



David Trim
Board of Directors
Secretary



**REPORT OF THE
BOARD OF
DIRECTORS
OF SECU CREDIT
UNION FOR THE
PERIOD 2020/ 2021**

INTRODUCTION

At the time of the reading of the *Review of the Economy* by the Minister of Finance Hon. Colm Imbert on October 5th, 2019 Trinidad and Tobago was in the midst of an economic downturn caused by a significant decline in energy prices that held evident consequences for government finance. Energy prices which had tumbled from previous highs, caused adjustments in the energy sector.

Few persons could have imagined then that an outbreak of “viral pneumonia” announced in December 2019 in Wuhan China, would further complicate the economic fortunes of this country and, indeed, the world.

Locally the fiscal difficulties faced by the government and the foreign exchange challenges being experienced by businesses and individuals dominated the press.

At the outset of the pandemic, the IMF’s World Economic Outlook predicted that the Corona Virus would decrease world economic activity by 4.5% during 2020 with prospects of recovery in the third quarter of the following year. In the months that followed international travel was restricted with grave implication for the Caribbean whose economies rested on tourism from the UK, USA and Canada. The drastic reduction in tourism arrivals signaled declines in regional trade even as they were forced to close their borders to avoid contagion.

In Trinidad, the environment at the commencement of the first quarter of 2020 was dominated by the continuation and acceleration of layoffs due to a deteriorating economic situation.

Crude Oil Prices fell to a low in of US\$29.21 per barrel in April 2020 and although there appeared to be recovery in the latter half of 2020, the price remained below its January open of \$57.52 per barrel for the rest of the year. This figure was below the \$60 per barrel estimated by the Government of Trinidad and Tobago in its own budget exercise.

During January to November 2020, approximately 2,744 retrenchment notices were served to workers adding to the general





environment of uncertainty and diminished confidence in Trinidad and Tobago.

As a Credit Union, a non-bank financial institution, and an essential service, we did not have the option of idling or closing our doors. We were called upon to move and transform the way we did business to ensure that our members were not only protected and served during the period, but that everything they had worked for was preserved.

It was no small measure of good fortune that our initiatives geared at providing access to our services via a digital platform provided a strategic asset that was used to ensure an uninterrupted service when there was a need to scale down traffic and control the level of person-to-person interaction at our branches.

In order to minimize the risk of contraction of the virus by employees and stakeholders, work- from-home arrangements were implemented, as well as reduced working hours where necessary. SECU ensured that employees were provided with all the devices/ resources (computers, cell phones etc.) that facilitated that arrangement.

Despite the loss of jobs, and reduced income suffered by many employees in other sectors, SECU maintained its full workforce without implementing any salary reduction measures.

Moreover, while we have always had the ability to be flexible in our approach to lending, we instituted a branded COVID Relief loan to make it clear to our members that we were here to help and stood ready to accommodate them. Due to a spike in infections in April and May of 2021, the government introduced more stringent measures, which included curfews. In order to assist members who have been adversely affected by those measures, SECU has once again re-introduced Loan Payment Deferrals to members who suffered loss of income.

Due to the continuing financial challenges, the Board of Directors decided that a postponement to the commencement of the construction of a new Head Office building would be prudent at this time. The Board intends to revisit this matter at the end of the year



The Board focused its attention on the management of operations to ensure a positive outcome for the membership. Under its management, SECU has demonstrated its financial strength and continues to perform well justifying both the trust and confidence of its growing membership.

THE BOARD OF DIRECTORS

The Board of Directors for the 2020/2021 term comprised:

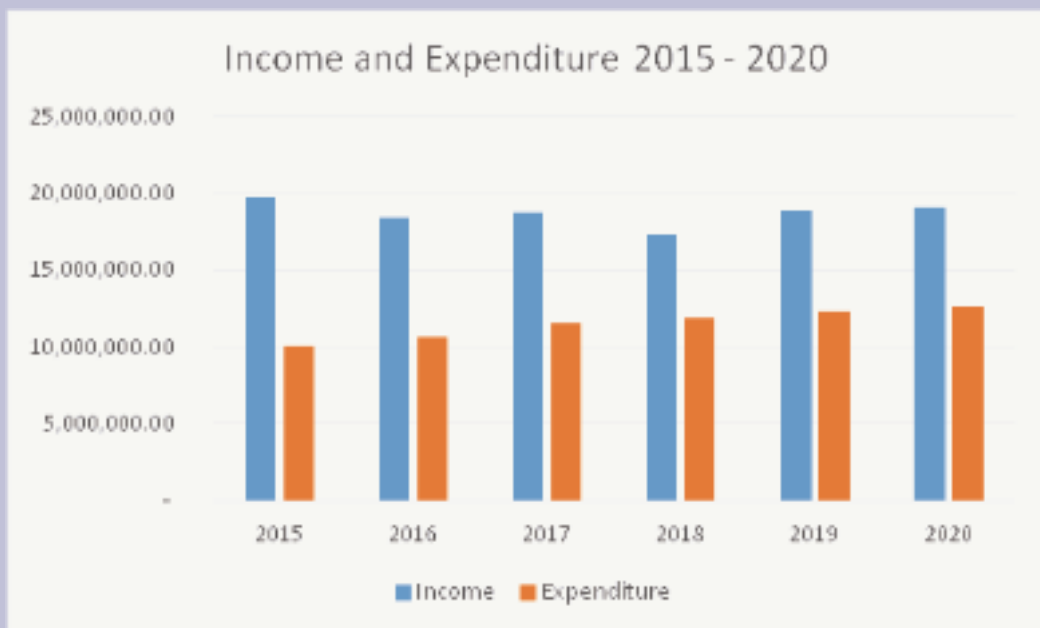
Lois Carmino	President
David Trim	Vice President
Pascall Marcelin	Treasurer
Brian Beckles	Secretary
Shivaughn Murray	Assistant Secretary
Ingrid Carpette	Director
Juliet Huggins	Director
Peter Bostic	Director
Ruthven Goddard	Director



FINANCIAL PERFORMANCE

Net Surplus for the Year

As at December 31, 2020 SECU declared a surplus of \$6.2M. This surplus is observed to be a slight reduction (4.7%) from the \$6,5M realized in the previous year. The result evidences a minimal increase in expenditure of 6.2 % and an increase in income of 2.46%.

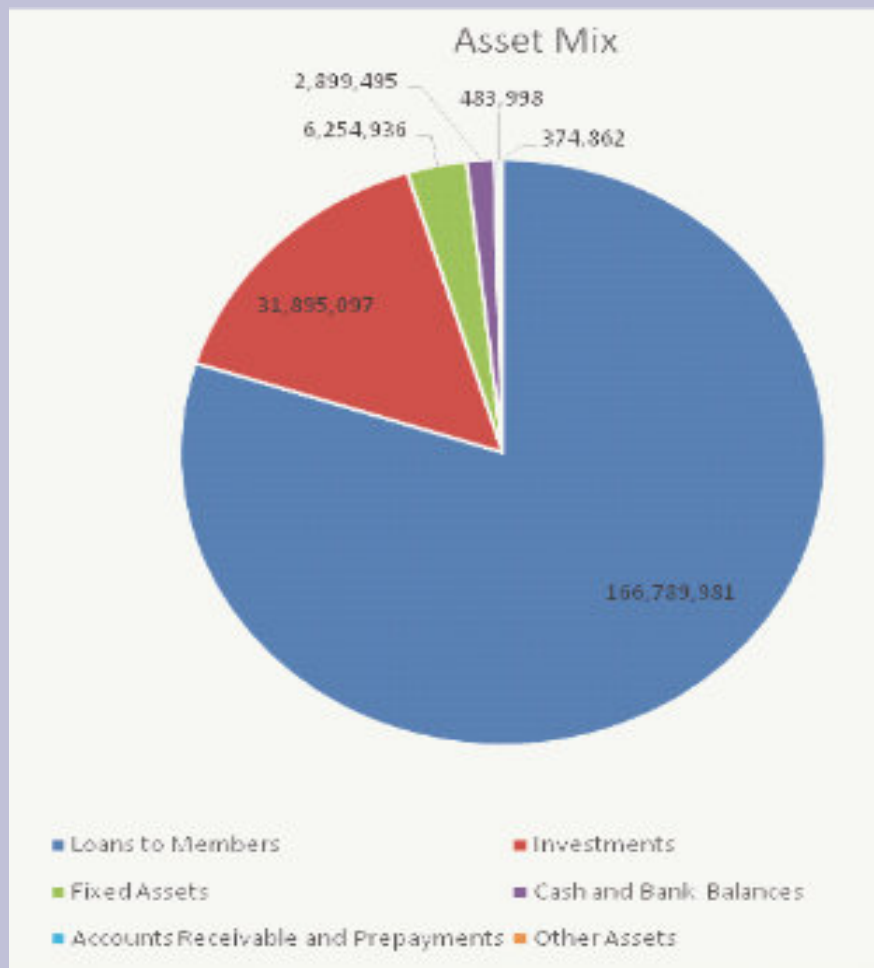




Total Assets

The Total Assets of the Credit Union as at December 2020 stood at \$208.6 million. This figure represents a decline of 1.2% caused by reduction in loans advanced to members. The decline was a result of the impact of Covid -19 and the associated “lock-downs” measures which resulted in hesitancy on the part of some members who had suffered reduction in income.

The Asset Mix is illustrated in the Figure below.





Loans to Members

Members' loans (net of delinquency provision) declined by 4.2% to approximately \$166.8 million in 2020 from \$174.1 million in the previous year. This decline was due to the impact of Covid-19 and the unwillingness of members to undertake additional obligation in an uncertain economic environment.

Vehicle Loans accounted for \$24.2m and Home Mortgage Loans accounted for \$23.4m.





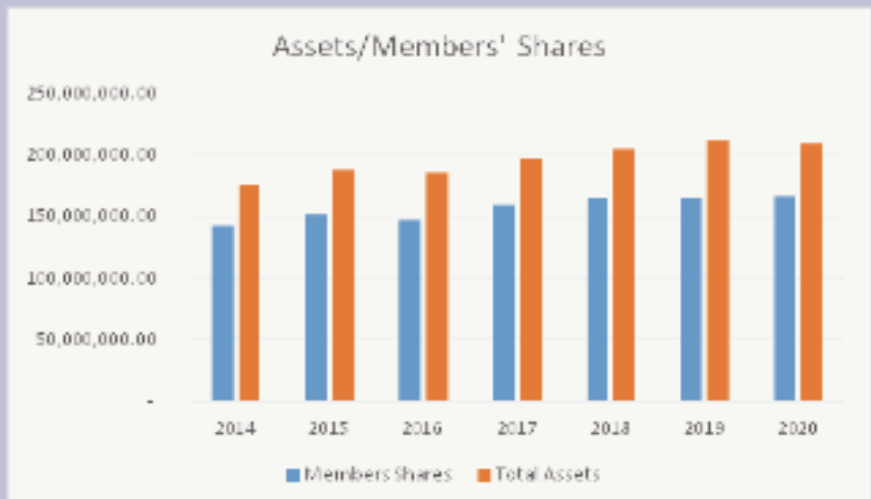
Investments

Investment Securities increased by 8.2 % to \$31.9 million in 2020 when compared to the \$29.5 million that was held in the portfolio in the previous year. Quoted investments accounted for \$12.6m or 39.5 % and non-quoted investments of \$19.3m or 60.5%.



Total Equity and Liabilities

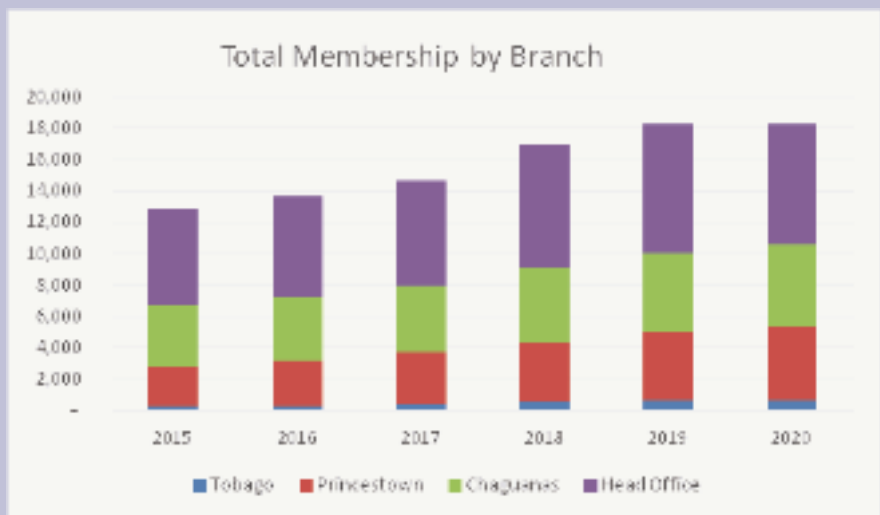
Members’ Shares and Deposits stood at \$165.6m and \$15.9m respectively. There was a reduction in the bank overdraft balance from \$3.9m in 2019 to \$1.0 m in 2020.





Membership

Membership in the Credit Union as at year-end December 31, 2020 stood at 18,355 persons and is representative of 0.7% growth over the corresponding figure in 2019.



COMMITTEES

Finance, Risk and Compliance

The Committee comprised:

- Pascall Marcelin - Chairman & Treasurer
- Shivaughn Murray - Director
- Kerel Warrick - Member (President- Junior Executive)
- David Bazil - General Manager
- Marlene Zamore - General Manager (Ag.)

The committee met throughout the year to ensure that the finances of the Credit Union were prudently managed. 2020 was indeed a challenging year for the Committee and all efforts were concentrated on maintaining adequate cash balances to mitigate any liquidity risk and ensuring that the Credit Union continued to generate income from its core loan products .





The Committee continuously reviewed our loan products and pricing and increased the amounts available to members during the pandemic which included maintaining the Fifty- Five Thousand Dollar (\$55,000.00) Unsecured loan . The Committee introduced a new unsecured COVID-19 loan of Ten Thousand Dollars (\$10,000.00) and a new Unsecured Christmas loan of the same amount .Our Unsecured loan products continue to be one of the highest income earning areas in our loan portfolio.

Given the high levels of liquidity we experienced due to reduced borrowing by members we also concentrated on reducing the overdraft interest on our current account at the banks and this was very successful with Overdraft Interest showing a reduction of almost 78% over that of 2019.

The Committee was also conscious of the bleak economic forecast for the local economy for 2020 and 2021 which would impact our members negatively and thereby our ability to grant new loans and pay reasonable dividends. Against this backdrop the Committee saw it fit to revisit the proposed Investment in the new building and its possible impact on our finances. Based on that review the committee recommended that the Board put off the execution of any contract for the new Building for 2020 and review same at the end of 2021 which the Board accepted.

The following shows the attendance of the Committee Members.

NAME	PRESENT	EXCUSED
PASCALL MARCELIN	7	0
SHIVAUGHN MURRAY	7	0
KEREL WARRICK	7	0
DAVID BAZIL	3	0
MARLENE ZAMORE	4	0
STEPHANIE JAMES-TOUSSAINT	3	0

David Bazil tendered his resignation in May 2021.

Marlene Zamore joined the Committee in May 2021.

Stephanie James-Toussaint joined the committee in April 2021





Bye-Laws and Policy Committee

The Bye-laws and Policy Committee comprised the following persons:

- Ms Ingrid Carpette - Chairman
- Ms Marlene Zamore - Operations Manager
- Ms Rona Bertrand - Branch Manager (Chaguanas)
- Ms Karen Lightbourne - Branch Manager (Princes Town)
- Ms Charlene Williams - Member

The Bye-Laws and Policy Committee continued to work on the foundation laid by the previous Committee as it strove to achieve its mandate of compiling a library and data base of all the Policies and Procedures that guide SECU's operations.

The Committee focused on the standardization of Policy Preparation and Presentation and the development of an Employee Handbook which is expected to be completed in the following months. Standard Operating Practices (SOPs) which were approved by the Board during the period:

- SOP- Member Withdrawals, Payments and Transfers

The Committee is currently finalizing the following policies for approval:

- Sexual Harassment
- Covid- 19
- Work from home

NAME	PRESENT	EXCUSED
Ingrid Carpette	7	0
Marlene Zamore	6	1
Rona Bertrand	7	0
Karen Lightbourne	7	0
Charlene Williams	7	0
David Bazil	3	0



Mr David Bazil tendered his resignation in May 2021.



Delinquency Control Committee

The Delinquency Control Committee comprised the following persons:

- Shivaughn Murray - Chairperson/Director
- Marlene Zamore - Operations Manager
- Rona Bertrand - Branch Manager (Chaguanas)
- Karen Lightbourne - Branch Manager (Princes Town)
- Curtis Alleyne - Chairman (Credit Committee)
- Carlotta Ruiz - Member
- Keith Gibson - Member
- Gail James - Member

In 2020/2021, The Credit Union experienced an increase in the Delinquency Portfolio Percentage, increasing from 12.46 % in December 2020 to 13.56 % in June 2021. This increase is mainly attributed to the negative impact of the Covid-19 pandemic , which resulted in some members being terminated from their jobs, while others suffered reduced working hours and reduced income, and the closure of operations for self-employed members.

During these challenging times, the Credit Union offered assistance to the affected members by way of Loan Deferrals and Restructuring of loans. Despite the challenges faced during this period amounts recovered totaled TT \$4.9 M for the period December 2020 to June 2021.

Due to the Covid 19 restrictions, The Co-operative Division were not able to schedule many Voluntary Settlement meetings. There were four such meetings with SECU so far for the year.

In 2021, the Information Technology Committee , will be exploring the introduction of Collection Software that would eliminate human error, reduce manpower, increase productivity and provide innovative collection techniques.





The following is the Attendance Register for the committee members:

NAME	PRESENT	EXCUSED
Shivaughn Murray	7	0
Marlene Zamore	4	3
Rona Bertrand	5	2
Karen Lightbourne	7	0
Steve Khadaroo	7	0
Keith Gibson	7	0
Ewart Reyes	6	1
Carlotta Ruiz	5	2
Gail James	7	0

Member Relations Committee

The Member Relations Committee comprised of:

Juliet Huggins	- Chairperson /Director
Chantell Primus –Mc Gregor	- Member
Curtis Alleyne	- Member
Sandie Ramnarine	- Member
Claudette Phillip	- Member

The committee met on several occasions and held discussions but could not implement as planned due to the Pandemic and in keeping with the Ministry of Health Covid- 19 Guidelines .

1. At the start of the pandemic and the Christmas season hampers and food vouchers were prepared and distributed to SECU members who suffered loss of income, and this was done throughout all branches.

2. Also included was the co-ordinating of activities related to the Virtual Annual General Meeting to be held on September 11th , 2021.



NAME	PRESENT	EXCUSED
JULIET HUGGINS	5	0
SANDIE RAMNARINE	5	0
CHANTELL PRIMUS-MC GREGOR	5	0
CLAUDETTE PHILLIP	5	0
CURTIS ALLEYNE	5	0

Information Technology Committee

2020/2021 was a very eventful term for the Credit Union as a result of the global pandemic. Our offices were opened for limited periods of time during the week and as a result things had to be put in place to allow operations to continue. The needs of our members were first and foremost and the IT department rose to the challenge. As crowd restrictions were put in place, the following facilities were implemented with the assistance of the IT department.

1. SECU MOBILE/ONLINE SERVICES- Members were encouraged to make more use of our online services. This would minimize the need for members to come to our offices. Signing up for the service was made simpler for members by setting up an online registration procedure that allowed members to register without having to interact with our offices. Members could also sign up by sending a request via email and also peruse their account information. The year saw an almost 50% increase in online banking enrolment but the IT Committee expects to see a much higher adoption by the membership.

2. ONLINE LOAN APPLICATIONS- Members were also encouraged to make use of the online loan application facility via their online portal. A simple step by step process allows members to see what they currently qualify for and they are able to submit an application without coming to the office. When the loan is approved, they are contacted and only then are they required to come to the office to sign the application and bring in their documents as well as to collect their cheque. The money can also be deposited directly to the member's bank account if requested.

3. WORK FROM HOME- Certain key staff members were able to work from home and reduce the number of days they were required to come into the office. Elected officers were also able to





conduct and attend meetings virtually via the use of online meeting platforms.

4. PERSONAL BANKING ACCOUNT TRANSFERS- members were also encouraged to make use of their personal banking online accounts to transfer money to their SECU account.

5. ONLINE MEMBERSHIP APPLICATION- An online application form was made available so that members of the public can complete their application forms without coming into the office. This process will be further automated as the IT department brings online additional features of the SHARETEC financial platform that will further reduce the need for face to face interaction at our branches.

6. Expansion of property for further development into the technological process of Recoveries and Security.

IT committee attendance record:

NAME	PRESENT	EXCUSED
Ruthven Goddard	7	0
David Jaggernaut	7	0
Clifton Whitehall	7	0
Maurice Gomez	7	0
Kern George	7	0
Rohit Nandlal	7	0
Kris Gobin	1	0

Mr Kris Gobin joined the Committee in August 2021.



Health and Safety Committee

HSE COMMITTEE MEMBERS

Peter Walter Bostic	- Chairman/Director
Ingrid Carpette	- Director
Rona Bertrand	- Member
Marlene Zamore	- Member
Karen Lightbourne-Demming	- Member
Ewart Reyes	- Member
Marsha Baboolal	- Member

The Health and Safety Committee continued its mandate of ensuring that all its members and stakeholders were safe while conducting business at its branches.

After more than one year, the outbreak of the Corona virus is still considered a pandemic , and as such, SECU continues to observe all Covid -19 protocols , as well as implement the guidelines of The Ministry of Health.

Several detailed sanitization procedures were carried out throughout all the branches whenever there were any suspected cases or primary contact cases.

The HSE committee as mandated continued to hold its monthly meetings via the ZOOM platform as it continued to evaluate its environment, and implement the relevant measures.

Some of the Covid-19 – related measures included:

- * Establishment of stations for the washing and sanitization of hands
- * Establishment of thermometers for temperature testing





- * Collection of data for contact tracing
- * Social Distancing
- * Placement of signage and posters to ensure observance of the wearing of masks
- * Rotation of staff /work from home measures

In addition to the above, toolbox meetings were carried out by all offices at least once per month. Staff was urged to continue to share information on the Corona Virus.

There were no major Incident / Accidents reported by any of the offices and the monthly inspection of fire extinguishers continued. The latter were serviced as required.

Due to the restrictions on gathering, no fire drills were conducted.

A pedestrian walkway was approved for construction and was completed in August 2021.

A Covid -19 Policy was developed by the Policy and Bye-Law committee in collaboration with the Health and Safety Committee and is awaiting approval by the Board of Directors.

The following is the attendance register for the committee members:

NAME	PRESENT	EXCUSED
Peter Bostic	8	0
Ingrid Carpette	8	0
Karen Lightbourne	8	0
Marlene Zamore	6	2
Rona Bertrand	8	0
Marsha Baboolal	8	0
Ewart Reyes	6	2



Property and Facilities Management Committee

The Committee consisted of the following members:

* Mr Ruthven Goddard	Chairman
* Mr Peter Bostic	Director
* Mr Donald Cooper	Member
* Mr Dillon Haynes	Member
* Mr Premnath Jaipaul	Member
* Mr Adrian Regis	Member
* Mr Brian Beckles	Director
* Mr David Bazil	General Manager
* Marlene Zamore	General Manager (Ag)

During the 2020/2021 term, the Facilities Management Committee was challenged by the government's 'lockdown' measures which brought a temporary halt to Construction sector activities. Despite this, the Committee forged ahead and received approval for the following projects at Head Office:

- * Refurbishment of SECU's Billboard (completed)
- * Construction of a pedestrian walkway at Head Office (completed)
- * Replacement of the posts and fence on the eastern side of the premises (To start soon)
- * Repair work to drains on the premises (contract awarded)
- * Development and introduction of a Property Maintenance Schedule



NAME	PRESENT	EXCUSED
Ruthven Goddard	7	0
Premnath Jaipaul	7	0
Peter Bostic	7	0
Donald Cooper	7	0
Dillon Haynes	7	0
Brian Beckles	7	0
Adrian Regis	6	1
David Bazil	3	0
Marlene Zamore	2	2

Mr David Bazil tendered his resignation in May 2021.
Marlene Zamore joined the Committee in May 2021.

MARKETING COMMITTEE REPORT 2020/2021

The Marketing Committee comprised of a team of seven (7) for the term of office 2020/2021 with meetings held during the period:

- David Trim Marketing Chairman
- DonnaMarie Peters-Nelson Marketing Assistant
- Sonia Lisa Hoyte Committee Member
- Kenneth Medina Committee Member
- Lois Carmino Committee Member
- Ruthven Goddard Committee Member
- Ann John Committee Member and Tobago Liaison Officer

Name	Present	Excused
David Trim	7	0
DonnaMarie Peters-Nelson	7	0
Lois Carmino	7	0
Ruthven Goddard	6	1
Sonia Lisa Hoyte	7	0
Kenneth Medina	5	2
Ann John	6	1



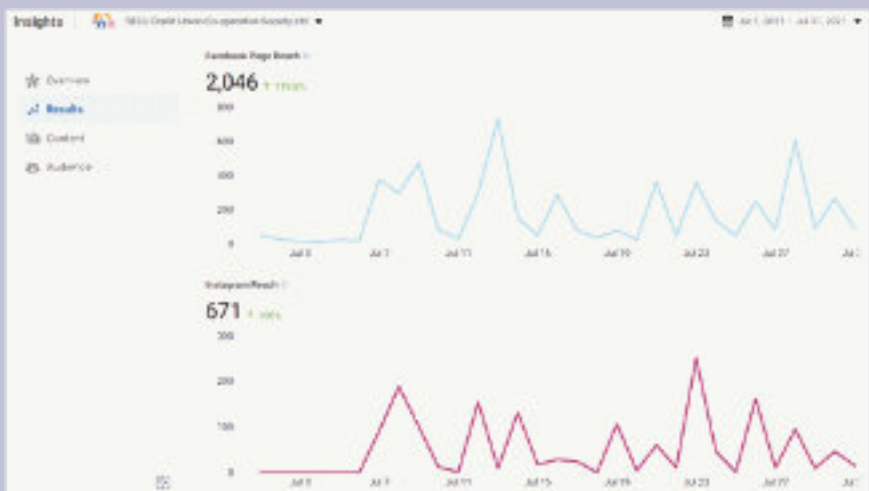
GOALS AND OBJECTIVES:

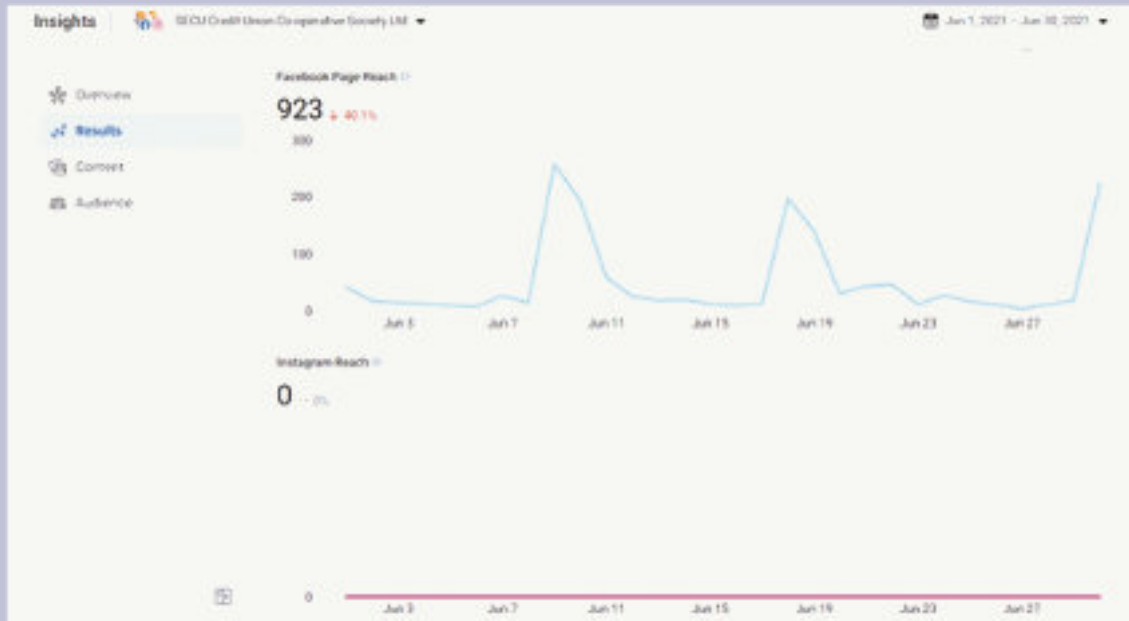
The current global pandemic –Covid 19 continued to demand new and better things from the Marketing Committee, with respect to our deliverables and maintaining our ‘continuous improvement’ philosophy.

Constraints to physical interactions demanded innovation to reach our target audiences, which evolved into the greater usage of the Digital platform and the ‘online’ outreach. A full funnel marketing approach ensured that the message of our ‘strong brand matters’ reached all stakeholders via the vehicles of the Print and Electronic Media, Moving and stationary advertisements, our social media pages, newsletter and quality customer service.

PERFORMANCE:

We embarked on a ‘Marketing dashboard’ which allowed us to monitor and evaluate the performance of our initiatives, which you would have noticed on our Facebook page and having become personalized, through the engagement of Strategic Business Management Agency, we have accelerate the speed of information through this mechanism.





MARKET SHARE:

As we continue to compete in a market with declining inflows, it was critical for SECU to remain steadfast for our members by re-engineering our products and services. A Marketing overview on our key drivers was taken into consideration and balanced with our risk factors to keep us ‘in the game.’ It resulted in an improvement in our :

- Customer service
- Brand awareness/Corporate hand print
- Product line up

Print and Electronic Media

More advertising on varying radio and television stations

Moving Advertisement:

1.PTSC bus advertising allowed SECU to display its products and services which have been emblazoned on 2PTSC deluxe coach buses plying the Port of Spain to San Fernando routes.

2.Mask distribution on Mother’s Day





Stationary Advertisement and Newsletter

1. Re-designed Bill Boards at Head Office and Banners at Branch Offices and Brochures
2. Quarterly Newsletter (SECU Keeping U in the Loop)

Social Media:

Strategic Business Management Agency has been entrusted with the management of our social media pages, particularly updating our Facebook page and upcoming on Twitter and LinkedIn.

Medical Plan:

Our social responsibility to our members also provides for a Group Medical Plan for you and your families which facilitates a 24 hr service and with the convenience of a Medical Card, (80% / 20%) which can be used at various Medical Practitioners Offices, Health Institutions, and Pharmacies etc. The Plan also covers Chiropractic, Optometric Eye Care and Dental among other services in Trinidad & Tobago and abroad.

Members will be pleased to know that there is also the *bonus* of a Life Policy as well as Critical Illness and Accident & Dismemberment benefits attached to this Plan.

We encourage those of you who have not yet enrolled to do so and ease your financial stress with the protection against Medical expenses.

Discount Card

We continue to partner with several Providers across Trinidad and Tobago to provide you with discounts against your purchases when you show your Discount Card/SECU Membership Card. The Updated Provider listing can be found on our Facebook page. We urge you to access these discounts by looking for the SECU Discount provider *sticker* at these Institutions.

Outreach:





While we have had suspensions placed on our physical outreach programs in Trinidad as well as in Tobago namely, Members Orientation, Golden Achievers- Back to the Future quarterly tours, Seasonal competitions, Promotions, National and other observances, we have attempted to maintain our communication with you, through our virtual platform. We are hopeful that we can return to these initiatives when this period of challenge is under control.

CONCLUSION:

Despite the short term of office, the Marketing Committee is proud to have completed these initiatives while continuing to make inroads with other projects (which are in progress). The creative thinking of the Marketing Team ensures that our members are provided with products and an exceptional service in making SECU *your #best choice*.

We remind you to complete your Cuna F.I.P (Family Indemnity Plan) and SECU's 'Talent Management' form which would allow us to draw from our skills bank and your skill set as we continue to explore ways to partner with you.

We take this opportunity to express our thanks and appreciation to our Board of Directors, Officers, Management & Staff and Providers of Service who have supported the team and shared in their vision throughout this term of Office and to you our Members for your participation and support of the process.

Junior Executive Programme

The year 2020 proved to be a particularly challenging year for individuals, companies, and nations, as the onset of the COVID 19 pandemic plunged the globe into a period of uncertainty. With such a pandemic not having been experienced in the past 100 years, we were all forced to adopt a "new normal" and change the way we conduct otherwise mundane activities to ensure our safety.

The Junior Executive programme was not exempt from these challenges as we suffered severe contractions of our calendar of events and were unable to interact in person for much of the year.



Notwithstanding the difficulties faced during this year, the Junior Executive has kept our resolve to continue with the mission of providing younger members of the Credit Union with the skills required to become well rounded leaders.

Our team was able to accomplish the following during 2020:

- **Essay Writing Competition:** The group hosted this event during September 2020 with children between the ages of 8 and 17 being asked to submit an essay on the “Changes caused by the COVID-19 pandemic”. The event to garner a fair amount of participation and provided an opportunity to introduce younger members to the Junior Executive.
- **Growth and Stability:** The programme saw three (3) established members offer themselves for service to the Credit Union as nominees for the Board of Directors and Credit Committee.

The Junior Executive wishes to extend our utmost thanks to all members of the Credit Union as well as special thanks to the Education Committee and the Board of Directors for their continued encouragement and support throughout 2020.

In these ever-changing times, the Junior Executive programme will continue to offer new and creative ideas while fostering growth and advancement in younger members and uplifting the co-operative philosophy.

GENERAL ACTIVITIES

Co-operative Credit Union League of Trinidad and Tobago (CCULTT)

Due to the many challenges faced by Trinidad and Tobago, due to the Covid-19 pandemic, The Co-operative Credit Union League had to defer many of its planned events for Credit Month in October 2020. A similar decision was made for Credit Month in October 2021.

Obituaries





The Board of Directors would like to extend condolences to all Members who have lost a family member or relative during the year.

Acknowledgements

We especially want to thank all our members for their support in driving our successful performance in 2019. In addition we wish to recognize the dedication and commitment of our Committees, Management and Staff.

We also wish to express our gratitude to our strategic partners in the Business Community:

- Attorneys –at-Law: Girwar and Deonarine
Integrity Chambers
- External Auditors: R. Ramdass and Company
- Bankers: First Citizens – Pt Lisas, Chaguanas, Princes Town and Tobago
RBC Royal Bank (Trinidad and Tobago) Limited-Couva and Chaguanas
- Investment Brokers: First Citizens Investment Services Ltd
JMMB
- Insurers: CUNA Caribbean
21st Century Insurance
COLFIRE
- Co-operative Credit Union League of Trinidad and Tobago (CCULTT)
- Couva/ Point Lisas Chamber of Commerce
- Chaguanas Chamber of Commerce





ATTENDANCE REGISTER BOARD OF DIRECTORS

Name	Present	Excused
Lois Carmino	9	0
David Trim	9	0
Brian Beckles	9	0
Pascall Marcelin	9	0
Shivaughn Murray	9	0
Ingrid Carpette	9	0
Juliet Huggins	9	0
Peter Bostic	9	0
Ruthven Goddard	9	0

OUTGOING OFFICERS

Board Of Directors	Supervisory Committee	Credit Committee
Ingrid Carpette	Keron Pujadas	Ewart Reyes
Juliet Huggins	Wendy Murray	Anthony Brathwaite
Brian Beckles	Angeline Ayow	Sonia Lisa Hoyte
		Kerel Warrick
		Althier Alleyne

Respectfully submitted,

PRESIDENT

Lois Carmino
President





ANNUAL REPORT OF THE EDUCATION AND TRAINING COMMITTEE FOR THE PERIOD 2020/2021

The Committee comprised of the following members:

- Peter Bostic - Chairman
- Kaylon Webb - Secretary
- Brian Beckles - Member
- David Trim - Member
- Juliet Huggins - Member

TRAINING COURSES

Elected Officers and Staff

- * Annual refresher training – AML/ CFT
- * Interpersonal Skills for Managers
- * Sexual Harassment in the workplace
- * Advanced Microsoft Excel
- * Training on the Sharetec Information System
- * Training on SECU Loan Products
- * Counselling and Lending guidelines for Credit Officers
- * Techniques to control Loan Default
- * Directors’ /Committee Members Leadership Programme
- * Member Relations and the frontline.
- * Training on Cuna products

Membership

- * Conversational Spanish

BURSARY AWARDS 2020

SECU is currently organising bursary awards for successful 2020 SEA, CSEC and CAPE students.





Attendance

NAME	PRESENT	EXCUSED
Peter Bostic	7	0
Juliet Huggins	7	0
David Trim	7	0
Brian Beckles	7	0
Kaylon Webb	3	4

Conclusion

In closing I wish to thank all members of the Education Committee for their contributions made during the 2020/2021 term. I wish to thank the Board of Directors, Management and staff for their support.

Respectfully submitted

Peter Bostic
Chairperson
Education Committee



**REPORT OF THE
SUPERVISORY
COMMITTEE OF THE
SECU CREDIT UNION**

The Supervisory Committee is pleased to present this report for the period under review from December 2020 to July 2021.

The Supervisory Committee which was elected on 5th December 2020, is comprised of: Keron Pujadas-Chairman
Angeline Ayow-Secretary
Wendy Murray -Member

This report has been prepared and presented in accordance with the Bye-Laws 38 (I) of SECUCredit Union.

Activities of the Supervisory Committee:

December 2020 to July 2021

The newly-elected Supervisory Committee met ten (10) times at the Head Office, Chaguanas, and Tobago office and attended two (2) virtual Joint Meetings in July. These visits entailed observations of cash close-off, the daily operations, and review of records pertaining to said transactions to ensure that the business of the organisation was being carried out in accordance with the Bye-Laws of SECU and the Co-Operative Societies Act.

One member of the Supervisory Committee is required to attest the Financial Statements monthly and sign off the "Statement of Management's Responsibility" that accompanies the Audited Financial Statements and which states:

"Ensuring that the Society keeps proper accounting records; Selecting appropriate accounting policies and applying them in a consistent manner; Implementing, monitoring and evaluating the system of internal control that assures the security of the Society's assets, detection/prevention of fraud, and the achievement of the Society's operational efficiencies; Ensuring that the system of Internal Controls operated effectively during the reporting period; Producing reliable financial reporting that complies with laws and regulations; using reasonable and prudent judgment in the determination of estimates".



The Committee in an effort to support these requirements reviewed a number of areas as detailed below:

(1) Internal Controls

- a) **Review of Board Minutes** - Matters that were of concern were communicated to the Board and the Board has reviewed and reverted on the actions that were implemented to address same.
- b) **Review of 2019 Management Letter (ML)** - To ascertain the concerns raised by the duly appointed auditors and to enquire into the progress of Management's action to resolve same. The additional measures instituted were subsequently shared with the Committee.
- c) **Review of Policies & Procedural Guidelines** - The Committee reviewed four policies (1) Loan Policy, (2) Delinquency Policy, (3) Compliance Programme, (4) Health and Safety Policy.

These were evaluated to ascertain if the controls within were adequate for SECU's operations. All concerns were communicated to Executive management and the Board who are actively pursuing improvement measures.

Reviews that are in progress at the time of this report include (i) Deposits and Cash in Transit Policy, and (ii) Human Resource Management Policy.

d) Review of unusual items (return Mails and Judgements)

Returned mails - Report along with an evaluation of reason for their return provided assurance that collections activity are reliable.

Judgement matters - All matters raised were appropriately addressed and are being overseen by management and the board.

e) Organizational Structure

The review was to ascertain:

- (i) Reporting relationships and chains of command within the organization.





(ii) The current staffing and vacant positions.

(iii) Vacancies observed that are critical to the operations of the society. Observations were communicated to Board who has been overseeing this matter on a monthly basis with management.

(2) Financial Reporting, Compliance & Records

The Committee reviewed the under-listed activities and all concerns were reported to Executive management and the Board. The matters raised by the Committee are being addressed by Management with oversight by the Board:

- a) Credit Committee Report, Credit Committee Loan Applications - to ascertain the reasons that loan applications were rejected. The reason provided in this report was reviewed against the approved policy & procedure document provided as well as loan promotional offerings that were external to said policy & procedure. The Committee found that the reasons that loans were rejected as noted on applications were in alignment with the requirements of the policy.
- b) Over-the-Counter Loan Approvals - Over-the-counter loan application approvals were reviewed for all branches and approvals were in compliance with requirements.
- c) Compliance Officer Report 2020 - the report was reviewed for its completeness and minor gaps identified were raised with management. These were subsequently addressed.
- d) Source of Funds - Source of funds documents were appropriately filled in.
- e) Executive summary accounts were reviewed against the monthly Trial Balance to ensure they were in alignment.
- f) Bank Reconciliations - timeliness of this aspect remains an issue. Management and Board are currently addressing this matter and some consideration was given to having this activity automated as much as can be by the current accounting software that is being utilized for accounting transactions.
- g) Delinquency Mortgage Reports - The committee found that these items are being monitored frequently by the delinquency department. At this time there are no matters of concern.



- h) Other Aspects related to accounting and records management that were examined included - Insurances for vehicle loans, Investments.
- i) Physical Inspection of the cash close-off procedure was done at branches to ascertain compliance with guidelines provided by the management. Operatives were found to be familiar with the all requirements and in fact complied with same.

Conclusion:

We the members of the Supervisory Committee take this opportunity to express our gratitude to the Board, Executive Management, and all the staff for their support and courtesy extended to the Committee. We also wish to thank the members of SECU for having confidence in electing the Committee to seek their interest.

DECEMBER 2020 TO JULY 2021

NAME	PRESENT	ABSENT	EXCUSED
Keron Pujadas	11	0	1
Angeline Ayow	12	0	0
Wendy Murray	12	0	0

Respectfully Submitted

Keron Pujadas
Chairman Supervisory Committee





**REPORT OF THE
CREDIT COMMITTEE
FOR THE PERIOD
2020 – 2021**

INTRODUCTION

The Credit committee is pleased to present to you our valued membership, the following report for the term 2020/2021.

ELECTED MEMBERS

At the 38th Annual General Meeting held on Saturday, 5th December 2020, and in accordance with Bye Law 39 (b) the Credit committee held its first meeting on December 16th, 2020 and at this meeting the following officers were elected to serve you:

- Ewart Reyes Chairman
- Anthony Brathwaite Secretary
- Althier Alleyne Member
- Kerel Warrick Member
- Sonia Hoyte Member

MEETINGS

During this reporting period, the committee held 14 meetings in order to review members’ loan applications, and have also met with members either on our request or theirs.

ATTENDANCE

NAME	PRESENT	EXCUSED
Ewart Reyes	13	1
Anthony Brathwaite	14	0
Althier Alleyne	13	1
Kerel Warrick	13	1
Sonia Hoyte	13	1

OVERVIEW

The year 2020 was not without its challenges as the Credit Committee and by extension the Credit Union was forced to operate in a worldwide pandemic which impacted almost all financial institutions. SECU was no exception. In an effort to mitigate the fallout, the Credit Committee was at times forced to make some very unpopular decisions but did so always keeping our members best interest at heart.



Due to the above challenges, there was a decrease of \$7.3 million in the loans portfolio from \$174.1 million in 2019 to \$166.8 million in 2020.



The Credit Union still managed to provide loan sales to its members, who took full advantage of the following:-

- Computer Loan \$10,000.00 (0.5% interest rate)
- Christmas Loan \$10,000.00 (1.0% interest rate)
- RORO Vehicle \$180,000.00 (0.75% interest rate)

The following are also ongoing:-

- Two (2) Unsecured Loan Sales \$55,000.00 and \$25,000.00
- New Vehicle Loan Sale up to \$300,000.00 (zero down payment)
- Mortgage Loans \$1.2 Million
- Education Loans - \$60,000.00
- COVID Relief Loan - \$10,000.00

We the committee continue to work closely with the Board of Directors and Management to provide the best service and products, in order for SECU to remain your financial provider of choice.

CONCLUSION:

In closing I would like to say a special thank you to all my Credit Committee colleagues both past and present who were willing and rose to the occasion when called upon to serve you our valued members without whom we cannot exist. It would be remiss of me if I did not mention that the present committee made a bit of SECU's history as being the first Credit Committee elected to serve you the members via a virtual AGM.

The credit committee would like to thank the Board of Directors, General Manager, Operations Manager, Branch Managers and Staff for their unwavering commitment to SECU Credit Union.

A special thank you to all our Loans Officers for the support rendered to us and working diligently in assisting us with our duties.

To our members, the Credit Committee would like to thank you for giving us the opportunity to serve you.

Respectfully submitted

Ewart Reyes
Chairman
Credit Committee





Financial Statements for the year ended December 31, 2020

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Statement of Management's Responsibilities

Management is responsible for the following:

- Preparing and fairly presenting the accompanying financial statements of SECU Credit Union Co-operative Society Limited, which comprise the statement of financial position as at December 31, 2020, the statements of comprehensive income, changes in members' equity and reserves and cash flows for the year then ended, and notes, comprising significant accounting policies and other explanatory information;
- Ensuring that the Society keeps proper accounting records;
- Selecting appropriate accounting policies and applying them in a consistent manner;
- Implementing, monitoring and evaluating the system of Internal control that assures security of the Society's assets, detection/prevention of fraud, and the achievement of the Society's operational efficiencies;
- Ensuring that the system of internal control operated effectively during the reporting period;
- Producing reliable financial reporting that complies with laws and regulations, including the Co-operative Societies Act; and
- Using reasonable and prudent judgement in the determination of estimates.

In preparing these financial statements, management utilised International Financial Reporting Standards, as issued by the International Accounting Standards Board and adopted by the Institute of Chartered Accountants of Trinidad and Tobago. Where International Financial Reporting Standards presented alternative accounting treatments, management chose those considered most appropriate in the circumstances.

Nothing has come to the attention of management to indicate that the Society will not remain a going concern for the next twelve months from the reporting date, or up to the date the accompanying financial statements have been authorised for issue, if later.

Management affirms that it has carried out its responsibilities as outlined above.

 _____ PRESIDENT August 20, 2021	 _____ TREASURER August 20, 2021	 _____ SUPERVISORY CHAIRMAN August 20, 2021
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Independent Auditor's Report

To the Members of SECU Credit Union Co-operative Society Limited

We have audited the financial statements of **SECU Credit Union Co-operative Society**

Limited, which comprise the statement of financial position as at December 31, 2020, and the statement of comprehensive income, statement of changes in members' equity and reserves and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Society as at December 31, 2020, and its financial performance and its cash flows for the year then ended in accordance with International Financial Reporting Standards.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (ISA). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Society in accordance with the ethical requirements that are relevant to our audit of the financial statements in The Republic of Trinidad & Tobago, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Other information consists of the information included in the Society's 2020 Annual Report, other than the financial statements and our auditor's report thereon. Management is responsible for the other information. The 2020 Annual Report is expected to be made available to us after the date of this auditor's report.

Our opinion on the financial statements does not cover the other information and we will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with International Financial Reporting Standards, and for such internal control as management determines is



Independent Auditor's Report

necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Society or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Society's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are



inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

R. RAMDASS & CO.CHAGUANAS
TRINIDAD W.I.

August 23, 2021

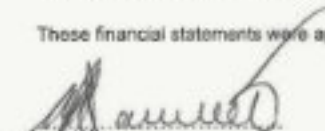


Statement of Financial Position
as at December 31, 2020

	<u>NOTES</u>	<u>2020</u>	<u>2019</u>
		\$	\$
ASSETS			
Current assets			
Cash and short term funds		2,899,495	1,199,126
Receivables and prepayments	5	483,998	501,502
Total current assets		3,383,493	1,700,628
Non-current assets			
Investment securities	6a to c	31,895,097	29,481,236
Loans to members	7a & b	166,789,981	174,086,630
Property, plant and equipment	3	6,254,936	5,668,964
Right-of-use asset	4	374,862	244,786
Total non-current assets		205,314,876	209,481,616
Total Assets		208,698,369	211,182,244
LIABILITIES AND MEMBERS' EQUITY			
Members' equity			
Reserve fund		13,973,929	13,348,885
Education fund		249,243	23,546
Charitable fund		18,730	18,730
Investment re-measurement reserve		4,278,037	6,160,273
Undivided surplus		5,979,570	5,832,957
Total members' equity		24,499,509	25,384,391
Current liabilities			
Bank overdraft	8	1,030,865	3,868,736
Payables and accruals	9	1,212,632	437,015
Lease liability	10	406,503	259,978
Members' deposits	11	15,985,695	16,387,173
Total current liabilities		18,635,695	20,951,902
Non-current liabilities			
Members' shares	12	165,563,165	164,845,951
Total liabilities		184,198,860	185,797,853
Total Liabilities and Members' Equity		208,698,369	211,182,244

The accompanying notes form an integral part of these financial statements.

These financial statements were approved by the Board of Directors on August 20, 2021, and signed on its behalf by:


PRESIDENT


TREASURER


SUPERVISORY CHAIRMAN





Statement of Comprehensive Income
for the year ended December 31, 2020

	<u>2020</u>	<u>2019</u>
	\$	\$
Income		
Interest on loans	17,751,055	17,390,464
Investment income	855,940	749,410
Other income	685,080	689,491
Total income	<u>19,292,075</u>	<u>18,829,365</u>
Expenditure		
Advertising and promotions	315,895	371,343
Annual General Meeting	178,982	242,285
Bank charges	168,769	403,639
Board and committees	557,689	499,973
CUNA insurance	1,576,573	1,437,091
Depreciation	908,349	891,016
Expected credit losses	516,080	597,489
Insurances	178,858	156,613
Interest on members' deposits	66,366	61,309
Member related events	41,995	15,162
Occupancy	1,691,443	1,573,088
Office	549,520	517,110
Other	61,727	53,249
Personnel	5,601,242	4,494,180
Professional	672,560	1,002,378
Total expenditure	<u>13,086,048</u>	<u>12,315,925</u>
Surplus for the year	<u>6,206,027</u>	<u>6,513,440</u>
Other comprehensive income:		
<i>Items that may be reclassified subsequently to Profit or Loss:</i>		
Net change in fair value of equity investment securities measured at fair value through OCI	(1,803,506)	2,171,743
Other comprehensive income for the year	<u>(1,803,506)</u>	<u>2,171,743</u>
Total comprehensive income for the year	<u>4,402,521</u>	<u>8,685,183</u>

The accompanying notes form an integral part of these financial statements.



Statement of Changes in Members' Equity and Reserves
for the year ended December 31, 2020

	Reserve Fund	Education Fund	Charitable Fund	Investment Re-measurement Reserve	Undivided Surplus	Total Members' Equity
	\$	\$	\$	\$	\$	\$
Year ended December 31, 2020						
Balance at January 1, 2020	13,348,885	23,546	18,730	6,160,273	5,832,957	25,384,391
Dividends paid	-	-	-	-	(4,894,905)	(4,894,905)
Entrance fees	4,441	-	-	-	-	4,441
Fund expenditure/adjustments	-	(53,574)	-	(78,730)	(402)	(132,706)
Honorarium paid	-	-	-	-	(264,233)	(264,233)
Surplus for the year	-	-	-	(1,803,506)	6,206,027	4,402,521
Transfers	620,603	279,271	-	-	(899,874)	-
December 31, 2020	13,973,929	249,243	18,730	4,278,037	5,979,570	24,499,509
Year ended December 31, 2019						
Balance at January 1, 2019	12,667,457	(3,375)	18,730	3,988,530	4,667,858	21,359,000
Impact of adopting IFRS 16 at January 1, 2019 (note 4 & 10)	-	-	-	-	10,865	10,665
Restated balance at January 1, 2019	12,667,457	(3,375)	18,730	3,988,530	4,678,723	21,369,665
Dividends paid	-	-	-	-	(4,247,019)	(4,247,019)
Entrance fees	4,791	-	-	-	-	4,791
Fund expenditure/adjustments	-	(269,793)	-	-	53,009	(216,784)
Honorarium paid	-	-	-	-	(211,445)	(211,445)
Surplus for the year	-	-	-	2,171,743	6,513,440	8,685,183
Transfers	666,637	296,714	-	-	(953,351)	-
December 31, 2019	13,348,885	23,546	18,730	6,160,273	5,832,957	25,384,391



Statement of Cash Flows

for the year ended December 31, 2020

	<u>2020</u>	<u>2019</u>
	\$	\$
Cash flows from operating activities		
Net surplus for the year	6,206,027	6,513,440
Adjustments to reconcile net surplus to net cash from operating activities:		
Depreciation	616,704	599,250
Expected credit losses	516,080	597,489
Impact of adopting IFRS 16 as at January 1, 2019	-	10,665
(Gain)/loss on disposal of property, plant and equipment	(5,800)	20,745
Increase in right-of-use asset	(130,075)	(244,786)
Decrease/(increase) in receivables and prepayments	17,504	(57,988)
Increase in payables and accruals	775,617	278,876
Increase in lease liability	147,525	258,978
Net cash from operating activities	<u>8,143,582</u>	<u>7,976,669</u>
Cash flows from investing activities		
Net changes in loans to members	6,780,569	(3,949,945)
Net changes in members' deposits	(401,478)	2,969,742
Net changes in investment securities	(4,217,367)	806,269
Additions to property, plant and equipment	(1,202,677)	(1,500,182)
Proceeds from disposal of property, plant & equipment	5,800	-
Net cash from/(used) in investing activities	<u>954,847</u>	<u>(1,674,096)</u>
Cash flows from financing activities		
Dividends paid	(4,894,905)	(4,247,019)
Net changes in members' shares	717,214	161,080
Honorarium paid	(264,233)	(211,445)
Education expenditure	(132,706)	(216,784)
Entrance fees	4,441	4,791
Net cash used in financing activities	<u>(4,570,189)</u>	<u>(4,509,377)</u>
Net increase in cash and cash equivalents	4,538,240	1,793,196
Cash and cash equivalents at beginning of year	(2,669,610)	(4,462,806)
Cash and cash equivalents at end of year	<u>1,868,630</u>	<u>(2,669,610)</u>
Represented by:		
Cash and short term funds	2,899,495	1,199,126
Bank overdraft	(1,030,865)	(3,868,736)
Total cash and cash equivalents	<u>1,868,630</u>	<u>(2,669,610)</u>

The accompanying notes form an integral part of these financial statements.



Notes to the Financial Statements

for the year ended December 31, 2020

1. REGISTRATION AND ACTIVITIES

The Society was incorporated under the Co-operative Societies Act Ch 81:03 of the Republic of Trinidad and Tobago. Its registered office is situated at 101 Southern Main Road, California, Trinidad. Its objectives are to promote the economic welfare of its members, self-help and co-operation and to promote development of co-operative ideas.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies adopted in the preparation of these financial statements are stated below and are consistent with those of the previous financial year with the exception of those impacted by new and amended standards and interpretations: -

a. Basis of preparation

These financial statements have been prepared on a historical cost basis, except for investment securities, which have been measured at fair value. The financial statements are presented in Trinidad & Tobago dollars.

Statement of compliance

The financial statements of the Society have been prepared in accordance with International Financial Reporting Standards (IFRS) as issued by the International Accounting Standards Board (IASB) with the exception of loan interest income which is in compliance with the standard practice under the Co-operative Societies Act 1971.

b. Use of judgements and estimates

The preparation of the financial statements in conformity with IFRS requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected.

Information about significant areas of estimation uncertainty and critical judgements in applying accounting policies that have the most significant effect on the amounts recognised in the financial statements are described in Note 2(p).



Notes to the Financial Statements

for the year ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

c. Adoption of new accounting policies

The accounting policies adopted are consistent with those of the previous financial year.

i) *Standards, amendments and interpretations to existing standards applicable in the current year which were adopted by the Society.*

- Amendments to IAS 1 'Presentation of Financial Statements' and IAS 8 'Accounting Policies, Changes in Accounting Estimates and Errors' (effective for annual periods beginning on or after January 1, 2020). These amendments clarify the definition of materiality and the meaning of primary users of general purpose financial statements by defining them as existing and potential investors, lenders and other creditors.
- Revised Conceptual Framework for Financial Reporting (effective for annual periods beginning on or after January 1, 2020). The revised Conceptual Framework will be used in standard-setting decisions with immediate effect, however no changes will be made to any of the current accounting standards. Entities that apply the Conceptual Framework in determining accounting policies will need to consider whether their accounting policies are still appropriate under the revised Framework.

There were no material changes to these financial statements resulting from the adoption of these new standards.

ii) *Standards, amendments and interpretations to existing standards that are not yet effective and have not been early adopted by the Society.*

Covid-19 related Rent Concessions – Amendments to IFRS 16

As a result of Covid-19 pandemic, rent concessions have been granted to lessees. Such concessions might take a variety of forms, including payment holidays and deferral of lease payments. In May 2020, the IASB made an amendment to IFRS 16 Leases which provides lessees with an option to treat qualifying rent concessions in the same way as they would if they were not lease modifications. In many cases, this will result in accounting for the concessions as variable lease payments in the period in which they are granted.

Entities applying the practical expedients must disclose this fact, whether the expedient has been applied to all qualifying rent concessions or, if not, information about the nature of the contracts to which it has been applied, as well as the amount recognised in profit or loss arising from the rent concessions. An entity applies the amendments for annual reporting periods beginning on or after June 30, 2020, with earlier application permitted. These amendments are not expected to have any material impact on the financial statements of the Society and no specific disclosures are required.



Notes to the Financial Statements

for the year ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

c. Adoption of new accounting policies (cont'd)

- ii) *Standards, amendments and interpretations to existing standards that are not yet effective and have not been early adopted by the Society. (cont'd)*

Classification of Liabilities as Current or Non-current - Amendments to IAS 1

The narrow-scope amendments to IAS 1 Presentation of Financial Statements clarify that liabilities are classified as either current or non-current, depending on the rights that exist at the end of the reporting period. Classification is unaffected by the expectations of the entity or events after the reporting date (e.g. the receipt of a waiver or a breach of covenant). The amendments also clarify what IAS 1 means when it refers to the 'settlement' of a liability.

The amendments could affect the classification of liabilities, particularly for entities that previously considered management's intentions to determine classification and for some liabilities that can be converted into equity. They must be applied retrospectively in accordance with the normal requirements in IAS 8 Accounting Policies, Changes in Accounting Estimates and Errors. In May 2020, the IASB issued an exposure draft proposing to defer the effective date of the amendments from January 1, 2022 to January 1, 2023.

The above amendments are not expected to have a significant impact on the Society's financial statements.

- iii) *Standards, amendments and interpretations to existing standards early adopted by the Society.*

The Society did not early adopt any new, revised or amended standards.

d. Foreign currency translation

Functional and presentation currency

Items included in the financial statements of the Society are measured using the currency of the primary economic environment in which the Society operates (the 'functional currency'). The financial statements are presented in Trinidad and Tobago Dollars, which is the Society's functional and presentation currency.

Transactions and balances

Foreign currency transactions are translated into the functional currency using the exchange rates prevailing at the dates of the transactions. Foreign exchange gains and losses resulting from the settlement of such transactions and from the translation at year end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in the statement of comprehensive income.



Notes to the Financial Statements

for the year ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

e. Revenue recognition

Interest on loans

Interest on members' loans is accounted for on a cash basis in accordance with the Co-operative Societies Act 1971.

Investment income

Income from investments is accounted for on the accruals basis except for dividends which are accounted for on a cash basis.

Other income and expenses

Other income and expenses are accounted for on the accrual basis.

f. Financial instruments

Date of recognition

Financial assets and liabilities, with the exception of loans and advances to members and balance due to members, are initially recognised on the settlement date, which is the date that an asset is delivered to or by the Society. Loans and advances to members are recognised when funds are disbursed or transferred to the members' accounts. The Society recognises balances due to members when funds are deposited with the Society.

Initial measurement of financial instruments

The classification of financial instruments at initial recognition depends on its contractual terms and the business model for managing the instruments. Financial instruments are initially measured at its fair value except in the case of financial assets and financial liabilities recorded at FVTPL, transaction costs are added to, or subtracted from, this amount. When the fair value of financial instruments at initial recognition differs from the transaction price, the Society accounts for the Day 1 profit or loss, as described below.

Day 1 profit or loss

When the transaction price of the instrument differs from the fair value at origination and the fair value is based on a valuation technique using only inputs observable in market transactions, the Society recognises the difference between the transaction price and fair value in net operating income. In those cases where fair value is based on models for which some of the inputs are not observable, the difference between the transaction price and the fair value is deferred and is only recognised in profit or loss when the inputs become observable, or when the instrument is derecognised.



Notes to the Financial Statements

for the year ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

f. Financial Instruments (cont'd)

Measurement categories of financial assets and liabilities

The Society classifies all of its financial assets based on the business model for managing the assets and the asset's contractual terms, measured at either:

- Amortised cost;
- Fair value through profit or loss (FVTPL);
- Fair value through Other Comprehensive Income (FVOCI).

The Society may designate financial instruments at FVTPL, if so doing eliminates or significantly reduces measurement or recognition inconsistencies.

Financial liabilities are measured at amortised cost.

i) Financial assets and liabilities

Loans to members and financial investments at amortised cost

The Society only measures loans and advances to members and other financial investments at amortised cost if both of the following conditions are met:

- The financial asset is held within a business model with the objective to hold financial assets in order to collect contractual cash flows;
- The contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest (SPPI) on the principal amount outstanding.

The details of these conditions are outlined below:

Business model assessment

The Society determines its business model at the level that best reflects how it manages financial assets to achieve its business objective.

The Society's business model is not assessed on an instrument-by-instrument basis, but at a higher level of aggregated portfolios and is based on observable factors such as:

- How the performance of the business model and the financial assets held within that business model are evaluated and reported to the entity's key management personnel;
- The risks that affect the performance of the business model (and the financial assets held within that business model) and, in particular, the way those risks are managed;
- The expected frequency, value and timing of sales are also important aspects of the Society's assessment.



Notes to the Financial Statements

for the year ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

f. Financial instruments (cont'd)

i) Financial assets and liabilities (cont'd)

Business model assessment(cont'd)

The business model assessment is based on reasonably expected scenarios without taking 'worst case' or 'stress case' scenarios into account. If cash flows after initial recognition are realised in a way that is different from the Society's original expectations, the Society does not change the classification of the remaining financial assets held in that business model, but incorporates such information when assessing newly originated or newly purchased financial assets going forward.

The SPPI (solely payments of principal and interest) test

As a second step of its classification process the Society assesses the contractual terms of financial assets to identify whether they meet the SPPI test.

'Principal' for the purpose of this test is defined as the fair value of the financial asset at initial recognition and may change over the life of the financial asset (for example, if there are repayments of principal or amortisation of the premium/discount).

The most significant elements of interest within a lending arrangement are typically the consideration for the time value of money and credit risk. To make the SPPI assessment, the Society applies judgement and considers relevant factors such as the currency in which the financial asset is denominated, and the period for which the interest rate is set.

In contrast, contractual terms that introduce a more than *de minimis* exposure to risks or volatility in the contractual cash flows that are unrelated to a basic lending arrangement do not give rise to contractual cash flows that are solely payments of principal and interest on the amount outstanding. In such cases, the financial asset is required to be measured at FVTPL.

ii) Financial assets and financial liabilities at fair value through profit or loss

Financial assets and financial liabilities in this category are those that are not held for trading and have been either designated by management upon initial recognition or are mandatorily required to be measured at fair value under IFRS 9. Management only designates an instrument at FVTPL upon initial recognition when one of the following criteria are met.

Such designation is determined on an instrument-by-instrument basis:

- The designation eliminates, or significantly reduces, the inconsistent treatment that would otherwise arise from measuring the assets or liabilities or recognising gains or losses on them on a different basis, or



Notes to the Financial Statements

for the year ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

f. Financial instruments (cont'd)

ii) Financial assets and financial liabilities at fair value through profit or loss (cont'd)

- The liabilities are part of the Society's financial liabilities, which are managed and its performance evaluated on a fair value basis, in accordance with a documented risk management or investment strategy.

Financial assets and financial liabilities at FVTPL are recorded in the statement of financial position at fair value. Changes in fair value are recorded in profit and loss with the exception of movements in fair value of liabilities designated at FVTPL due to changes in the Society's own credit risk. Such changes in fair value are recorded in the own credit reserve through OCI and do not get recycled to the profit or loss.

iii) Financial assets at fair value through other comprehensive income

Financial assets measured at fair value through other comprehensive income includes certain equity instruments, corporate bonds, notes and repurchase agreements.

These financial assets are investments that are intended to be held for an indefinite period of time, which may be sold in response to needs for liquidity or changes in interest rates, exchange rates or equity prices or that are not classified as loans and receivables.

These financial assets are initially recognised at fair value plus transactions cost that are directly attributable to their acquisition.

After initial recognition, investments which are classified as "fair value through other comprehensive income" are measured at fair value with unrealised gains or losses on revaluation recognised as a separate component of equity until the investment is sold, collected or otherwise disposed of, or until the investment is determined to be impaired, at which time the cumulative loss or gain previously reported in the capital reserve is included in the statement of comprehensive income.

iv) Reclassification of financial assets and liabilities

The Society does not reclassify its financial assets subsequent to its initial recognition, apart from the exceptional circumstances in which the Society acquires, disposes of, or terminates a business line. Financial liabilities are never reclassified. The Society may reclassify any one of its financial assets from loans and advances to debt instruments at amortised cost. No financial liabilities were reclassified.



Notes to the Financial Statements

for the year ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

f. Financial instruments (cont'd)

v) Derecognition of financial assets and liabilities

Derecognition due to substantial modification of terms and conditions

The Society derecognises a financial asset, such as a loan to a member, when the terms and conditions have been renegotiated to the extent that, substantially, it becomes a new loan, with the difference recognised as a derecognition gain or loss, to the extent that an impairment loss has not already been recorded. The newly recognised loans are classified as Stage 1 for ECL measurement purposes.

vi) Derecognition other than for substantial modification

Financial assets

A financial asset (or, where applicable, a part of a financial asset) is derecognised when the rights to receive cash flows from the financial asset have expired. The Society also derecognises the financial asset if it has both transferred the financial asset and the transfer qualifies for derecognition.

The Society has transferred the financial asset if, and only if, either:

- The Society has transferred its contractual rights to receive cash flows from the financial asset, or
- It retains the rights to the cash flows, but has assumed an obligation to pay the received cash flows in full without material delay to a third party under a 'pass-through' arrangement.

Financial liabilities

A financial liability is derecognised when the obligation under the liability is discharged, cancelled or expires. Where an existing financial liability is replaced by another from the same lender on substantially different terms, or the terms of an existing liability are substantially modified, such an exchange or modification is treated as a derecognition of the original liability and the recognition of a new liability. The difference between the carrying value of the original financial liability and the consideration paid is recognised in profit or loss.

vii) Impairment of financial assets

Overview of the ECL principles

The Society has been recording the allowance for expected credit losses for all loans and other debt financial assets not held at FVTPL, in this section all referred to as 'financial instruments'. Equity instruments are not subject to impairment under IFRS 9.

The ECL allowance is based on the credit losses expected to arise over the life of the asset (the lifetime expected credit loss or LTECL), unless there has been no significant increase in credit risk since origination, in which case, the allowance is based on the 12 months' expected credit loss (12m ECL).



Notes to the Financial Statements

for the year ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

f. Financial instruments (cont'd)

vii) Impairment of financial assets (cont'd)

The 12m ECL is the portion of LTECLs that represent the ECLs that result from default events on a financial instrument that are possible within the 12 months after the reporting date.

Both LTECLs and 12m ECLs are calculated on either an individual basis or a collective basis, depending on the nature of the underlying portfolio of financial instruments.

The Society has established a policy to perform an assessment, at the end of each reporting period, of whether a financial instrument's credit risk has increased significantly since initial recognition, by considering the change in the risk of default occurring over the remaining life of the financial instrument.

Based on the above process, the Society groups its loans into Stage 1, Stage 2, Stage 3, as described below:

- Stage 1: When loans are first recognised, the Society recognises an allowance based on 12m ECLs. Stage 1 loans also include facilities where the credit risk has improved and the loan has been reclassified from Stage 2.
- Stage 2: When a loan has shown a significant increase in credit risk since origination, the Society records an allowance for the LTECLs. Stage 2 loans also include facilities, where the credit risk has improved and the loan has been reclassified from Stage 3.
- Stage 3: Loans considered credit-impaired. The Society records an allowance for the LTECLs.

For financial assets for which the Society has no reasonable expectations of recovering either the entire outstanding amount, or a proportion thereof, the gross carrying amount of the financial asset is reduced. This is considered a (partial) derecognition of the financial asset.

The calculation of ECLs

The Society calculates ECLs based on probability-weighted scenarios to measure the expected cash shortfalls, discounted at an approximation to the EIR. A cash shortfall is the difference between the cash flows that are due to the Society in accordance with the contract and the cash flows that the Society expects to receive. The mechanics of the ECL calculations are outlined below and the key elements are, as follows:



Notes to the Financial Statements

for the year ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

f. Financial instruments (cont'd)

vii) Impairment of financial assets (cont'd)

The calculation of ECLs (cont'd)

PD - The Probability of Default is an estimate of the likelihood of default over a given time horizon. A default may only happen at a certain time over the assessed period, if the facility has not been previously derecognised and is still in the portfolio.

EAD - The Exposure at Default is an estimate of the exposure at a future default date, taking into account expected changes in the exposure after the reporting date, including repayments of principal and interest, whether scheduled by contract or otherwise, expected drawdowns on committed facilities, and accrued interest from missed payments.

LGD - The Loss Given Default is an estimate of the loss arising in the case where a default occurs at a given time. It is based on the difference between the contractual cash flows due and those that the lender would expect to receive, including from the realisation of any collateral. It is usually expressed as a percentage of the EAD.

The maximum period for which the credit losses are determined is the contractual life of a financial instrument unless the Society has the legal right to call it earlier.

Collateral valuation

To mitigate its credit risks on financial assets, the Society seeks to use collateral, where possible. The collateral comes in various forms, such as shares, deposits, deed of mortgage and other non-financial assets. Collateral, unless repossessed, is not recorded on the Society's statement of financial position. However, the fair value of collateral affects the calculation of ECLs. It is generally assessed, at a minimum, at inception and re-assessed on a quarterly basis.

Write-offs

Loans and receivables are written off when the Society has no reasonable expectation of recovering the financial asset, for example, when the Society determines that the borrower does not have assets or sources of income that could generate sufficient cash flows to repay. A write-off constitutes a derecognition event. Subsequent recoveries resulting from the Society's enforcement activities will result in gain.

g. Property, plant and equipment

Property, plant and equipment are stated at historical cost less accumulated depreciation. Depreciation is provided on the reducing balance method, except for buildings which are depreciated on the straight-line basis.

No depreciation is provided on freehold land.



Notes to the Financial Statements

for the year ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

g. Property, plant and equipment (cont'd)

The following rates are considered appropriate to write-off the assets over its estimated useful lives are applied:

Buildings	-	2%
Furniture and fixtures	-	20%
Computer equipment	-	20%
Computer software	-	33 1/3%
PPT project	-	6.67%

The assets residual values and useful lives are reviewed at each reporting date and adjusted as appropriate. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the statement of comprehensive income.

h. Provisions

Provisions are recognised when the Society has a present legal or constructive obligation as a result of past events, it is more than likely that an outflow of resources will be required to settle the obligation and the amount has been reliably estimated.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the statement of financial position date, taking into account the risk and uncertainties surrounding the obligation. Where a provision is measured using the cash flows estimated to settle the present obligation, its carrying amount is the present value of those cash flows.

i. Taxation

The profits arising from the Society are exempt from income tax, as per the Co-operative Societies Act Chapter 81:03 sections 76-77.

j. Leases

The Society accounts for a contract or a portion of a contract, as a lease when it conveys the right to use an asset for a period of time in exchange for consideration. Leases are those contracts that satisfy the following criteria:

- There is an identified asset;
- The Society obtains substantially all the economic benefits from the use of the asset; and
- The Society has the right to direct use of the asset.



Notes to the Financial Statements

for the year ended December 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

j. Leases (cont'd)

The Society considers whether the supplier has substantive substitution rights. If the supplier does have those rights, the contract is not identified as giving rise to a lease. In determining whether the Society obtains substantially all the economic benefits from the use of the asset, the Society considers only the economic benefits that arise use of the asset, not those incidental to legal ownership or other potential benefits.

In determining whether the Society has the right to direct use of the asset, the Society considers whether it directs how and for what purpose the asset is used throughout the period of use. If there are no significant decisions to be made because they are predetermined due to the nature of the asset, the Society considers whether it was involved in the design of the asset in a way that predetermines how and for what purpose the asset will be used throughout the period of use. If the contract or portion of a contract does not satisfy these criteria, the Society applies other applicable IFRSs rather than IFRS 16.

All leases are accounted for by recognising a right-of-use asset and a lease liability except for:

- Leases of low-value assets; and
- Leases with a duration of 12 months or less.

k. Reserve fund

In accordance with the By-Law 19 of the Credit Union, at least 10% of the annual net surplus of the Society is transferred to the reserve fund. The reserve fund is indivisible and no member is entitled to any specific share thereof.

l. Education fund

In accordance with Bye-Law 19 (a) of the Credit Union, at least 5% of the net surplus for the year, after making provision for the reserve fund, is transferred to an education fund.

m. Investment re-measurement reserve

The Society created an investment re-measurement reserve to include unrealised gains/losses on investment securities recorded as fair value through other comprehensive income.

n. Unclaimed shares

Under Bye-Law 8 (a), the Board may transfer any shares not claimed (net of any amounts due to the Society) within one year from the date of the last transaction of a member, whose whereabouts are unknown, to an unclaimed shares account. Any sums remaining unclaimed for three years may be transferred to the reserve fund.



Notes to the Financial Statements

for the year ended December 31, 2020

2. SIGNIFICANT ACCOUNTING POLICIES (cont'd)

o. Members' deposits

i. Members' saving deposits

Members' savings deposits are stated at its current balance. Interest on members' savings deposits is calculated at the rate of 0.5% per annum and paid on a quarterly basis.

ii. Members' fixed deposits

Members' fixed deposits are stated at its current balance. Interest on members' fixed deposits is calculated generally at rates between 1% and 1.75%.

p. Significant accounting estimates and judgements

The preparation of financial statements in accordance with IFRS requires management to make judgements, estimates and assumptions in the process of applying the Society's accounting policies. See Note 2(b).

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The Society makes estimates and assumptions concerning the future. However, actual results could differ from those estimates as the resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Changes in accounting estimates are recognised in the statement of comprehensive income in the period in which the estimate is changed if the change affects that period only, or in the period of the change and future periods if the change affects both current and future periods.

The significant judgements, apart from those involving estimations, which have the most significant effect on the amounts recognised in the financial statements, are as follows:

- i. Classification of financial assets: assessment of the business model within which the assets are held and assessment of whether the contractual terms of the financial asset are SPPI on the principal amount outstanding.
- ii. Establishing the criteria for determining whether credit risk on the financial asset has increased significantly since initial recognition, determining the methodology for incorporating forward-looking information into the measurement of ECL and selection and approval of modes used to measure ECL.
- iii. Impairment of financial instruments: determining inputs into the ECL measurement model, including the incorporation of forward-looking information. Determination of fair value of financial instruments with significant unobservable inputs.



Notes to the Financial Statements

for the year ended December 31, 2020

2. SIGNIFICANT ACCOUNTING POLICIES (cont'd)

p. Significant accounting estimates and judgements (cont'd)

- iv. Impairment of financial instruments: key assumptions used in estimating recoverable cash flows.
- v. Which depreciation method for property and equipment is used.

The key assumptions concerning the future and other key sources of estimation uncertainty at the statement of financial position date (requiring management's most difficult, subjective or complex judgements) that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are as follows:

i. Impairment of assets

IFRS 9 dictates that entities are to develop an impairment model that would reflect the general pattern of deterioration in the credit quality of financial instruments and in which the amount of expected credit losses recognised as a loss allowance or provision would depend on the level of deterioration in the credit quality of financial instruments since initial recognition.

ii. Property, plant and equipment

Management exercises judgement in determining whether future economic benefits can be derived from expenditures to be capitalised and in estimating the useful lives and residual values of these assets.

q. Cash and cash equivalents

For the purpose of the statement of cash flows, cash and cash equivalents comprise cash in hand and at bank. Bank overdraft is disclosed as a current liability.

r. Employee benefits/pension obligations

The society operates a defined contribution plan and pays contributions to administered pension insurance plans. The group has no further payment obligations once the contributions have been paid. The contributions are recognised as employee benefit expense when they are due. Prepaid contributions are recognised as an asset to the extent that a cash refund or reduction in the future payments is available.

s. Comparatives

Where necessary comparative figures are adjusted to conform with changes in presentation in the current year.



Notes to the Financial Statements

for the year ended December 31, 2020

3. PROPERTY, PLANT AND EQUIPMENT

	Computer Equipment	Computer Software	Furniture & Fixtures	Land & Building	Motor Vehicle	PPT Project	Total
	\$	\$	\$	\$	\$	\$	\$
Year ended Dec 31, 2020							
Cost/Valuation							
January 1, 2020	1,801,258	754,448	3,465,803	3,608,174	-	2,208,132	11,837,816
Additions	133,913	20,019	20,239	818,506	210,000	-	1,202,677
Disposals	(144,709)	-	-	-	-	-	(144,709)
December 31 2020	1,790,462	774,467	3,486,042	4,426,680	210,000	2,208,132	12,895,784
Accumulated Depreciation							
January 1, 2020	1,303,539	616,568	3,252,604	787,522	-	208,619	6,168,852
Charge for the year	210,491	111,022	101,477	42,932	3,500	147,282	616,704
Disposals	(144,709)	-	-	-	-	-	(144,709)
December 31, 2020	1,369,321	727,590	3,354,081	830,454	3,500	355,901	6,640,847
Net Book Value							
Balance as at							
December 31, 2020	421,141	46,877	131,961	3,596,226	206,500	1,852,231	6,254,936
Year ended Dec 31, 2019							
Cost/Valuation							
January 1, 2019	1,862,620	711,466	3,427,976	2,348,184	-	2,208,132	10,358,379
Additions	138,638	63,727	37,827	1,259,990	-	-	1,500,182
Disposals	-	(20,745)	-	-	-	-	(20,745)
December 31 2019	1,801,258	754,448	3,465,803	3,608,174	-	2,208,132	11,837,816
Accumulated Depreciation							
January 1, 2019	1,139,824	515,266	3,107,553	745,622	-	61,337	5,569,602
Charge for the year	163,715	101,302	145,051	41,900	-	147,282	599,250
December 31, 2019	1,303,539	616,568	3,252,604	787,522	-	208,619	6,168,852
Net Book Value							
Balance as at							
December 31, 2019	497,719	137,880	213,199	2,820,652	-	1,999,513	5,668,964





Notes to the Financial Statements
for the year ended December 31, 2020

	<u>2020</u>	<u>2019</u>
	\$	\$
4. RIGHT-OF-USE ASSET		
i) Property		
Balance as at January 1	244,786	536,552
Addition to right-of-use asset	421,720	-
Depreciation charge for the year	(291,644)	(291,766)
Balance as at December 31	<u>374,862</u>	<u>244,786</u>
ii) Amount recognised in statement of comprehensive income		
Interest on lease liabilities	27,085	41,041
Depreciation	291,644	291,766
Expense relating to short term lease	57,600	57,600
5. RECEIVABLES AND PREPAYMENTS		
Interest receivable	70,870	70,870
Dividends receivable	192,586	218,880
Stipend recoverable	110,168	111,259
	<u>373,624</u>	<u>401,009</u>
Sundry receivables	110,374	100,493
	<u>483,998</u>	<u>501,502</u>
6. INVESTMENT SECURITIES		
a. Debt investment security measured at amortised cost:		
National Investment Fund - 2030	2,984,000	2,984,000
	<u>2,984,000</u>	<u>2,984,000</u>



Notes to the Financial Statements

for the year ended December 31, 2020

	<u>2020</u>	<u>2019</u>
	\$	\$
6. INVESTMENT SECURITIES (cont'd)		
b. Equity investment securities measured at FVOCI:		
Angostura Holdings Limited 20,010 shares	328,164	324,162
Ansa Finance Limited 5,820 shares	232,625	208,705
ANSA Mcal Limited 570 shares	30,495	31,464
CLICO Investment Fund 6,000 shares	151,500	171,000
First Caribbean International Bank 7,400 shares	52,096	58,460
First Citizens Bank Limited 28,591 shares	1,230,271	1,272,300
Guardian Holdings Limited 28,550 shares	596,695	618,108
Jamaica Money Market Brokers 316,776 shares	608,210	814,114
Lever Brothers (W.I.) Limited 3,840 shares	63,936	72,910
Massy Holdings Limited 15,690 shares	956,933	957,090
National Enterprises Limited 9,710 shares	30,392	55,930
National Flour Mills 15,324 shares	32,947	20,687
Trinidad and Tobago NGL Limited 22,710 shares	386,070	544,132
National Commercial Bank Jamaica 315,066 shares	2,561,487	3,421,617
One Caribbean Media Limited 12,694 shares	61,439	107,899
Point Lisas Industrial Port Development Corporation Ltd 16,541 shares	52,104	59,548
Prætorian Mutual Funds 6,210 shares	18,941	18,941
Republic Financial Holdings Limited 5,587 shares	754,189	733,126
Royal Bank of Canada 665 shares	389,790	373,823
Sagcor Financial Corporation 4,607 shares	165,380	227,640
Scotiabank Trinidad and Tobago Limited 25,934 shares	1,504,172	1,581,974
Trinidad Cement Limited 5,500 shares	13,750	11,000
The West Indian Tobacco Company Limited 66,873 shares	2,367,304	2,411,429
	<u>12,588,890</u>	<u>14,096,059</u>
c. Equity investment securities measured at FVPL:		
AIC Mutual Funds	263,254	247,279
First Citizens Bank Limited		
Abercrombie Fund	7,861,380	6,740,102
Roytrin Mutual Fund	870,921	804,937
US Savings Account	82,141	75,971
Trinidad and Tobago Unit Trust Corporation;		
- 1st Scheme	39,818	39,857
- 2nd Scheme	7,204,693	4,493,031
	<u>16,322,207</u>	<u>12,401,177</u>
	<u>31,895,097</u>	<u>29,481,236</u>



Notes to the Financial Statements

for the year ended December 31, 2020

7. LOANS TO MEMBERS

Loans to members are stated at principal amounts outstanding net of expected credit losses. The expected credit loss is based on the Board's evaluation of the loan portfolio under current economic conditions and past loan loss experiences.

a. Credit concentration	<u>2020</u>	<u>2019</u>
	\$	\$
Back to school	46,383	46,383
Business	645,119	683,100
Computer	126,622	67,654
Consumer	5,422	26,000
Covid-19 relief	61,152	-
Christmas loan	941,702	-
Debt consolidation	130,127	143,170
Mortgage	23,394,654	26,524,663
Ordinary	96,041,936	97,533,697
Tertiary education	163,937	293,018
Unsecured loan	26,284,836	25,714,234
Vehicle loans	24,265,865	28,073,307
	<u>172,107,755</u>	<u>179,105,226</u>
Less: Expected credit losses	(5,317,774)	(5,018,596)
Total loans net of expected credit losses	<u>166,789,981</u>	<u>174,086,630</u>
b. Analysis of movement in expected credit loss		
Balance as at January 1	5,018,596	5,378,308
Expected credit losses	516,080	597,489
Loans written off	(216,902)	(957,201)
Balance as at December 31	<u>5,317,774</u>	<u>5,018,596</u>

The table below shows the staging of loans to members and the related expected credit losses.



Notes to the Financial Statements
for the year ended December 31, 2020

7. LOANS TO MEMBERS (cont'd)

b. Analysis of movement in expected credit loss

December 31, 2020	Stage 1 0-30 days in arrears	Stage 2 31 - 90 days in arrears	Stage 3 > 90 days in arrears	Sum total
Principal	136,443,146	8,539,542	27,125,067	172,107,755
Expected credit losses	(4,368,621)	(409,836)	(539,317)	(5,317,774)
	132,074,525	8,129,706	26,585,750	166,789,981

December 31, 2019	Stage 1 0-30 days in arrears	Stage 2 31 - 90 days in arrears	Stage 3 > 90 days in arrears	Sum total
Principal	150,721,136	16,143,537	12,240,553	179,105,226
Expected credit losses	(4,304,608)	(322,435)	(391,553)	(5,018,596)
	146,416,528	15,821,102	11,849,000	174,086,630

	<u>2020</u>	<u>2019</u>
8. BANK OVERDRAFT	\$	\$
(i) First Citizens Bank Limited	1,030,865	3,851,715
(ii) RBC Royal Bank (Trinidad & Tobago) Limited	-	17,021
	1,030,865	3,868,736

(i) The approved limit on this facility attracts interest at the rate of 9.25% per annum. The facility is secured by an Abercrombie Fund of \$1,800,500 together with assignment of shares.

	<u>2020</u>	<u>2019</u>
9. PAYABLES AND ACCRUALS	\$	\$
Interest payable	-	391
Sundry payables and accruals	1,212,632	436,624
	1,212,632	437,015



Notes to the Financial Statements
for the year ended December 31, 2020

	<u>2020</u>	<u>2019</u>
10. LEASE LIABILITY	\$	\$
Balance as at January 1	258,978	547,217
Addition to lease liability	421,720	-
Payment of lease liability	(274,195)	(288,239)
Balance as at December 31	<u>406,503</u>	<u>258,978</u>
11. MEMBERS' DEPOSITS		
Members' saving deposits	14,837,240	15,165,957
Members' fixed deposits	957,845	1,069,399
Members' christmas plans	190,610	151,817
	<u>15,985,695</u>	<u>16,387,173</u>
12. MEMBERS' SHARES		
An unlimited number of shares of \$5.00 each	165,563,165	164,845,951

The Capital of the Society consist of an unlimited number of shares of \$5.00 each. In accordance with International Financial Reporting Interpretation Committee (IFRIC-2), these are redeemable shares and have been treated as liabilities.

13. FINANCIAL RISK MANAGEMENT

Financial risk factors

The Society's activities are primarily related to the use of financial instruments. The Society accepts funds from members and earns interest by investing in various types of financial instruments and on lending to members at higher interest rates.

Financial instruments

The following table summarises the carrying amount and fair values of the Society's financial assets and liabilities: -



Notes to the Financial Statements
for the year ended December 31, 2020

13. FINANCIAL RISK MANAGEMENT (cont'd)

	2020	
	<u>Carrying Value</u>	<u>Fair Value</u>
	\$	\$
Financial Assets		
Cash and short term funds	2,899,495	2,899,495
Investment interest receivable	70,870	70,870
Investment securities	31,895,097	31,895,097
Loans to members	166,789,981	166,789,981
Financial Liabilities		
Bank overdraft	1,030,865	1,030,865
Members' deposits	15,985,695	15,985,695
Members' shares	165,563,165	165,563,165
	2019	
	<u>Carrying Value</u>	<u>Fair Value</u>
	\$	\$
Financial Assets		
Cash and short term funds	1,199,126	1,199,126
Investment interest receivable	70,870	70,870
Investment securities	29,481,236	29,481,236
Loans to members	174,086,630	174,086,630
Financial Liabilities		
Bank overdraft	3,868,736	3,868,736
Members' deposits	16,387,173	16,387,173
Interest payable	391	391
Members' shares	164,845,951	164,845,951



13. FINANCIAL RISK MANAGEMENT (cont'd)

The Society is exposed to interest rate risk, credit risk, liquidity risk, currency risk, operational risk, compliance risk and reputation risk arising from the financial instruments that it holds. The risk management policies employed by the Society to manage these risks are discussed below: -

(a) Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of financial instruments will fluctuate because of changes in market interest rates.

The Society is exposed to interest rate risk through the effect of fluctuations in the prevailing levels of interest rates on interest bearing financial assets and liabilities including investments in bonds, loans, members' deposits and other funding instruments.

The exposure is managed through the matching of funding products with financial services and monitoring market conditions and yields.

The Society's exposure to interest rate risk is summarised in the table below, which analyses assets and liabilities at its carrying amounts categorised according to its maturity dates:-

	2020					Total
	Effective Rate	Up to 1 year	2 to 5 years	Over 5 years	Non Interest Bearing	
Financial Assets						
Cash and short term funds		-	-	-	2,899,495	2,899,495
Investment interest receivable	5.70%	70,870	-	-	-	70,870
Investment securities	1.1%-5.70%	16,322,207	-	2,984,000	12,588,890	31,895,097
Loans to members (gross)	6.00%-21.00%	3,817,911	87,102,213	81,187,631	-	172,107,755
Financial Liabilities						
Bank overdraft	9.25%-9.50%	1,030,865	-	-	-	1,030,865
Members' deposits	0.50%	15,985,695	-	-	-	15,985,695
Members' shares		-	-	-	165,563,165	165,563,165
	2019					Total
	Effective Rate	Up to 1 year	2 to 5 years	Over 5 years	Non Interest Bearing	
Financial Assets						
Cash and short term funds		-	-	-	1,199,126	1,199,126
Investment interest receivable	5.70%	70,870	-	-	-	70,870
Investment securities	1.1%-5.70%	12,401,176	-	2,984,000	14,096,060	29,481,236
Loans to members (gross)	6.00%-21.00%	17,672,184	85,150,799	76,282,243	-	179,105,226
Financial Liabilities						
Bank overdraft	9.25%-9.50%	3,868,736	-	-	-	3,868,736
Members' deposits	0.50%	16,387,173	-	-	-	16,387,173
Members' shares		-	-	-	164,845,951	164,845,951



Notes to the Financial Statements

for the year ended December 31, 2020

13. FINANCIAL RISK MANAGEMENT (cont'd)

(b) Credit risk

Credit risk arises when there is a failure by counter parties to discharge their obligations could reduce the amount of cash inflows from financial assets on hand at the statement of financial position date. The Society is guided by a written Loan Policy Manual, which sets out in detail the current policies governing the lending function and provides a comprehensive framework for prudent risk management of the credit function. Adherence to those guidelines is expected to communicate the Society's lending philosophy involved in lending; established minimum standards for credit analysis, documentation, decision making and post disbursement administration; as well as create the foundation for a sound credit portfolio.

The Society's loan portfolio is managed and consistently monitored by the Credit Committee and is adequately secured by collateral and where necessary, provisions have been established for potential credit losses on delinquent accounts.

The Society also actively monitors global economic developments and government's policies that may affect the growth rate of the local economy.

(c) Liquidity risk

Liquidity risk is the risk that arises when there is a mismatch of maturity dates of assets and liabilities. An unmatched position potentially enhances profitability, but can also increase the risk of losses. The Society has procedures with the object of minimising such losses such as maintaining sufficient cash and other highly liquid current assets and by having available an adequate amount of committed credit facilities.

The Society is able to make daily calls on its available cash resources to settle financial and other liabilities.

(i) Risk management

The matching and controlled mismatching of the maturities and interest rates of assets and liabilities are fundamental to the management of the Society. The Society employs various asset/liability techniques to manage liquidity gaps. Liquidity gaps are mitigated by the marketable nature of a substantial segment of the Society's assets as well as generating sufficient cash from new and renewed members' deposits and shares. To manage and reduce liquidity risk in the Society's management actively seeks to match cash inflows with the liability requirements.

(ii) Liquidity gap

The Society's exposure to liquidity risk is summarised in the table below which analyses assets and liabilities based on the remaining period from the statement of financial position date to the contractual maturity date.



Notes to the Financial Statements
for the year ended December 31, 2020

13. FINANCIAL RISK MANAGEMENT (cont'd)

(c) Liquidity risk (cont'd)

	2020			
	<u>Up to 1 year</u>	<u>2 to 5 years</u>	<u>Over 5 years</u>	<u>Total</u>
Financial Assets				
Cash and short term funds	2,899,495	-	-	2,899,495
Investment interest receivable	70,870	-	-	70,870
Investment securities	28,911,097	-	2,984,000	31,895,097
Loans to members (gross)	3,817,911	87,102,213	81,187,631	172,107,755
	<u>35,699,373</u>	<u>87,102,213</u>	<u>84,171,631</u>	<u>206,973,217</u>
Financial Liabilities				
Bank overdraft	1,030,865	-	-	1,030,865
Members' deposits	15,985,695	-	-	15,985,695
Members' shares	165,563,165	-	-	165,563,165
	<u>182,579,725</u>	<u>-</u>	<u>-</u>	<u>182,579,725</u>
Net liquidity gap	(146,880,352)	87,102,213	84,171,631	24,393,492
	2019			
	<u>Up to 1 year</u>	<u>2 to 5 years</u>	<u>Over 5 years</u>	<u>Total</u>
Financial Assets				
Cash and short term funds	1,199,126	-	-	1,199,126
Investment interest receivable	70,870	-	-	70,870
Investment securities	26,497,236	-	2,984,000	29,481,236
Loans to members (gross)	17,872,184	85,150,799	76,282,243	179,105,226
	<u>45,439,416</u>	<u>85,150,799</u>	<u>79,266,243</u>	<u>209,856,458</u>
Financial Liabilities				
Bank overdrafts	3,868,736	-	-	3,868,736
Members' deposits	16,387,173	-	-	16,387,173
Accrued interest payable	391	-	-	391
Members' shares	164,845,951	-	-	164,845,951
	<u>185,102,251</u>	<u>-</u>	<u>-</u>	<u>185,102,251</u>
Net liquidity gap	(139,662,835)	85,150,799	79,266,243	24,754,207



Notes to the Financial Statements

for the year ended December 31, 2020

13. FINANCIAL RISK MANAGEMENT (cont'd)

(d) Currency risk

Currency risk is the risk that the value of financial instruments will fluctuate due to changes in foreign exchange rates. Currency risk arises when future commercial transactions and recognised assets and liabilities are denominated in a currency that is not the Society's measurement currency. The Society is exposed to foreign exchange risk arising from various currency exposures primarily with respect to the United States Dollar. The Society's management monitors the exchange rate fluctuations on a continuous basis and acts accordingly.

(e) Operational risk

Operational risk is the risk derived from deficiencies relating to the Society's information technology and control systems, as well as the risk of human error and natural disasters. The Society's systems are evaluated, maintained and upgraded continuously. Supervisory controls are installed to minimise human error.

(f) Compliance risk

Compliance risk is the risk of financial loss, including fines and other penalties, which arise from non compliance with laws and regulations of the state. The risk is limited to a significant extent due to the supervision applied by the Inspector of Financial Institutions at the Central Bank of Trinidad and Tobago as well as by the monitoring controls applied to the Society.

(g) Reputation risk

The risk of loss of reputation arising from the negative publicity relating to the Society's operations (whether true or false) may result in a reduction of its clientele, reduction in revenue and legal cases against the Society. The Society applies procedures to minimize this risk.

14. RELATED PARTY TRANSACTIONS

Parties are considered to be related if one party has the ability to control the other party or exercise significant influence over the other party in making financial decisions.

Key management personnel are those persons having the authority and responsibility for planning, directing and controlling the activities of the Society.

A number of transactions are entered into with parties in the normal course of operations. These transactions were carried out on commercial terms at market rates.

Balances and transactions with related parties and key management personnel during the year were as follows:

	<u>2020</u>	<u>2019</u>
	\$	\$
i. Due from directors and committee members		
Board of directors	818,814	284,085
Supervisory committee	663,334	652,672
Credit committee	329,813	916,967
	<u>1,811,961</u>	<u>1,853,724</u>



Notes to the Financial Statements

for the year ended December 31, 2020

14. RELATED PARTY TRANSACTIONS (cont'd)

ii. Due to directors and committee members	<u>2020</u>	<u>2019</u>
	\$	\$
Board of directors	1,546,468	1,286,443
Supervisory committee	232,003	148,263
Credit committee	<u>477,236</u>	<u>444,543</u>
	<u>2,355,707</u>	<u>1,879,249</u>

15. CAPITAL COMMITMENTS AND CONTINGENT LIABILITIES

The Society has no contracted capital commitments as well as no contingent liabilities at year end. (2019: nil)

16. SUBSEQUENT EVENTS

There are no subsequent events occurring after the statement of financial position date and before the date of approval of these financial statements by the Directors that require adjustment to or disclosure in these financial statements.

17. IMPACT OF COVID-19 PANDEMIC

In March of 2020, the World Health Organisation (WHO) declared the novel Coronavirus (COVID-19) outbreak a global pandemic and the Government of the Republic of Trinidad and Tobago declared the closure of the Country's Borders and all nonessential workers to stay at home from March 27, 2020. This pandemic and the measures to control its human impact have resulted in disruptions to economic activity and business operations.

To support members the Society offered relief in the form of concessions. In addition, and in consideration of potential health impacts on staff, options to reduce exposure (e.g. remote-working and reduced work days) were implemented. The Society has withstood the impact of the pandemic to date. However, it does recognise the ongoing uncertainty of the environment, which it continues to proactively monitor.

18. CAPITAL RISK MANAGEMENT

The Society manages its capital to ensure that it will be able to continue as a going concern while maximising the return to members, and providing value to its members by offering loan and savings facilities. The Society's overall strategy remains unchanged from previous years.

The capital structure of the Society consists of equity attributable to members, and comprise members' shares, reserves and undivided surplus.

19. DIVIDENDS

The Board of Directors has proposed a dividend of 3% (2019: 3%) estimated to be \$4.9M (2019: \$4.9M) for the year ended December 31, 2020. The proposed dividend is subject to approval by the membership at the Annual General Meeting and have not been recorded as liabilities in these financial statements in accordance with IAS 10.



Notes to the Financial Statements

for the year ended December 31, 2020

20. FAIR VALUES

Fair value is the amount for which an asset could be exchanged, or a liability settled between knowledgeable willing parties in an arm's length transaction. The existence of a published price quotation in an active market is the best evidence at fair value. Where market prices are not available fair values are estimated using various valuation techniques, including using recent arm's length market transactions between knowledgeable willing parties, if available, current fair value of another financial instrument that is substantially the same and discounted cash flows analysis.

The following methods have been used to estimate the fair values of various classes of financial assets and liabilities:

a) Current assets and liabilities

The carrying amounts of current assets and liabilities are a reasonable approximation of the fair values because of its short-term nature.

b) Loans to members

Loans are net of specific and general provisions for losses. These assets result from transactions conducted under typical market conditions and its values are not adversely affected by unusual terms. The inherent rates of interest in the portfolio approximate market conditions and yield discounted cash flows values which are substantially in accordance with financial statements amounts.

c) Investment securities

The fair values of the investment securities are determined on the basis of quoted market prices available at December 31, 2020.

d) Members' deposits

Members' deposits bear interest at rates that are not significantly different from current rates and are assumed to have discounted cash flow values which approximate carrying values.



AGM NOMINATIONS COMMITTEE REPORT 2021

The Nominations Committee consisted of the following persons:

*Pascall Marcelin	-Chairman/Treasurer
*Shivaughn Murray	-Director/Asst Secretary
*David Trim	-Vice President
*David Bazil	-General Manager

The Committee continued to struggle with poor responses to Nomination Notices which necessitated the use of various media on three occasions to attain the desired number of Nominees.

PUBLICATION

In order to attain the desired number of Nominees for the various Statutory Committees, The Committee engaged the services of various printed media houses, Social Media, mass texting and posters.

Publications were made during the period February 7th 2021 to April 28th 2021.

A total of twenty- five (25) Nomination forms were received , which were reviewed and verified as required by the Nominations Policy.

CATEGORIES

Nominations were received for the three Statutory Committees as follows:

* Board of Directors	- 9
* Supervisory Committee	- 9
* Credit Committee	- 7

NOMINATIONS POLICY

In accordance with Bye-Law #33 (a), and in tandem with the transparency of the process, members were directed to the Nominations Policy, which was posted on the website for ease of reference, and also made available at SECU's Head Office.

INTERVIEWS AND NOMINEE ORIENTATION

The nomination Committee conducted interviews on new nominees, and also hosted an Orientation seminar for all prospective nominees in preparation for assuming office. The Seminar was facilitated by the Officers of the Co-operative Division on Thursday June 24th 2021.





THE DEMOCRATIC PROCESS

At the Annual General Meeting, the election process would be facilitated by the Officers of the Co-operative Division. Descriptive data on the Nominees would be available to the membership for ease of selection. The computerised counting of ballots would ensure that results would be available in the shortest possible time.

ATTENDANCE

NAME	PRESENT	EXCUSED
Pascall Marcelin	2	0
Shivaughn Murray	2	0
David Trim	1	1
David Bazil	1	1

OUTGOING OFFICERS

Board Of Directors	Supervisory Committee	Credit Committee
Ingrid Carpette	Wendy Murray	Ewart Reyes
Juliet Huggins	Angeline Ayow	Anthony Brathwaite
Brian Beckles	Keron Pujadas	Sonia Lisa Hoyte
		Kerel Warrick
		Althier Alleyne

The Nominations Committee wishes to sincerely thank all contributors to this Nominations process and extend best wishes to all Outgoing Officers and new Nominees.

Respectfully submitted,

Pascall Marcelin
Chairman



**NOMINEES
FOR AGM 2021
BOARD OF DIRECTORS**



BRIAN BECKLES
**PROFESSION: MANAGER -WATER & SEWERAGE
AUTHORITY**

EDUCATION/ACCOMPLISHMENTS:
BSC Engineering
MSC Construction Management

Mr. Beckles has been a member of SECU Credit Union since 2004 and has been a member of the Facilities Management Committee.

Mr. Beckles has also served with a quiet competence as the Secretary of the Board in their last term.

Brian Beckles’s goals are to assist in whatever way he can to bring about expansion and growth to the Credit Union.



INGRID CARPETTE
PROFESSION: MANAGER

EDUCATION/ACCOMPLISHMENTS:
Training in:
Administrative Management (University of the West Indies)
Public Relations (Cipriani Labour College)

With several years of experience in the Credit Union movement, Ms. Carpette has held various positions on the Board of Directors and made sterling contributions serving as President, Vice President, Treasurer and Secretary.

She has also served as Chairperson of various committees at SECU and is a former President of the Central Regional Chapter.

Ingrid Carpette’s goal for the Credit Union is continued growth and development.





JULIET HUGGINS
PROFESSION: EVENTS CO-ORDINATOR

EDUCATION/ACCOMPLISHMENTS:

Training in:
Supervisory Management
Events Management (LCCI)
Anti-money Laundering

Mrs. Huggins has devoted several years to SECU Credit Union where she has served passionately on the Board of Directors, Supervisory Committee, Credit Committee, Education Committee and currently holds the position of Chairperson of the Member Relation Committee.

Juliet Huggins’s goal is to continue to embrace the challenges ensuring stability, transparency, while fostering training and awareness in every aspect to ensure excellent customer service to our members.



MIKHAIL MOOLCHAN
PROFESSION: OFFICE ADMINISTRATOR

EDUCATION/ACCOMPLISHMENTS:

ABE Business Management
Executive Diploma
Business Communication

Mr. Moolchan’s Credit Union experience started with the Junior Executives where he served enthusiastically as Vice President displaying skills in leadership, accounting and book keeping as well as being computer literate.

Mikhail Moolchan’s goal is to build the Credit Union both locally and abroad.





WAYNE SARGEANT
PROFESSION: RETIREE

EDUCATION/ACCOMPLISHMENTS:
Secondary Education

Mr. Sargeant has been a member for over 30 years and is eager to offer himself for service to the organization.

Wayne Sargeant's goal for SECU is to build and maintain a strong customer base, while ensuring that the membership achieves financial stability and independence.



CHARLENE WILLIAMS
PROFESSION: ATTORNEY - OFFICE OF THE OMBUDSMAN

EDUCATION/ACCOMPLISHMENTS:
LLB Law
Certificate in:
Legal Education
Procurement Law
Counter Finance Terrorism
Judicial Research & Writing

Ms. Williams has served as a member of SECU's Junior Executives, Assistant Secretary of the Board of Directors in 2012 as well as Secretary on the Marketing Committee.

Her legal acumen has positioned her well on the Bye Laws and Policy Committee where there is active participation and contribution.

Charlene Williams' goal for SECU is financial literacy for all members, sustainable growth and development, as well as member involvement and participation.





**NOMINEES
FOR AGM 2021
CREDIT COMMITTEE**



CURTIS ALLEYNE
PROFESSION: ADMINISTRATION & SECURITY
CO-ORDINATOR ARCELORMITTAL LTD.

EDUCATION/ACCOMPLISHMENTS:
Administration & Security Management
Credit Recoveries/Control Management
Supervisory Management
Anti-money Laundering Management

With more than 26 years of contributions at SECU Credit Union, Mr. Alleyne has served passionately on the Supervisory and Member Relations Committees, as well as on the Credit Committee as Chairman overseeing members' loans. He is a former President of the Central Regional Chapter and is a Director on the Co-operative Credit Union League of Trinidad and Tobago.

Curtis Alleyne's goal is for SECU to become the premier leader in the credit union movement and to fulfill its objective of taking care of its most valuable assets – its' members.



ANTHONY BRATHWAITE
PROFESSION: RETIREE

EDUCATION/ACCOMPLISHMENTS:
Training in:
Anti-Money Laundering
Customer Service
Credit Evaluation Techniques
Credit Control Management
Wealth Creation

Mr. Brathwaite has been involved with SECU for over 26 years and has been actively involved in the Credit Committee where he played an integral role in the granting of loans to members. He held the position of Secretary in the last term.

As a former Liaison Officer, he has successfully represented SECU in the various Tobago activities of Blue Food Festival, Heritage and the Marketing initiative of the Golden Achievers 50+ tours.





Anthony Brathwaite’s goal for SECU is to encourage growth and to help members through these challenging times.



SONIA LISA HOYTE
PROFESSION: LIBRARIAN (NALIS)

EDUCATION/ACCOMPLISHMENTS:
BSc INFORMATION AND LIBRARY STUDIES
ASSOCIATE DEGREE IN APPLIED SCIENCES (AAS)
LIBRARY AND INFORMATION STUDIES

Ms. Hoyte has been a loyal member of SECU Credit Union for several years and has encouraged several friends and family members to become a part of the SECU membership.

With a background in Information and Research, she has lent valuable support to the Marketing team in its data accumulation since 2018 to present and also participated vigorously with various Marketing promotions and special projects.

Ms Hoyte is currently serving on the Credit Committee at SECU and as a Director on the Central Regional Chapter Board.

Sonia Hoyte’s goal for SECU Credit Union is to assist in making the institution more viable and accessible to members needs and becoming the number one financial institution of choice with which to conduct business.



GAIL JAMES
PROFESSION: RETIREE

EDUCATION/ACCOMPLISHMENTS:
APV Diploma – Business Administration (ABE)

Ms. James has several years of experience in the Credit Union movement. She has served with passion on the Credit Committee as Chairperson, as well as participated in the Member Relations, Education and Delinquency Committees and supported other initiatives of the institution.





She is a former Treasurer of the Board of the Central Regional Chapter and currently serves as a Director.

Gail James' goal for SECU is continued growth and development together with exceptional customer service.



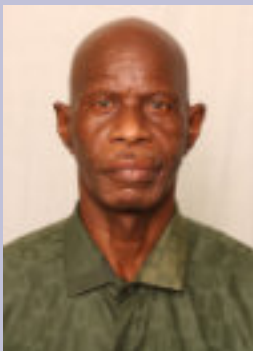
ELIZABETH JOHNSON-MASON
PROFESSION: RETIREE

EDUCATION/ACCOMPLISHMENTS:
Certificate – Computer Literacy

Mrs. Johnson-Mason has several years of experience with SECU Credit Union and has served as member and Secretary on the Credit Committee in the consideration of loans. She has been a loyal supporter of the Institution and its initiatives.

She has also served on the Supervisory Committee of the Central Regional Chapter.

Elizabeth Johnson-Mason's goal is to assist SECU to maintain a steady growth in assets and membership despite the challenging economic climate.



EWART REYES
PROFESSION: AC & REFRIGERATION TECHNICIAN / SAFETY ADVISOR

EDUCATION/ACCOMPLISHMENTS:
B.Sc. OCCUPATIONAL SAFETY AND HEALTH

Mr. Reyes has supported SECU Credit Union for a number of years and continues to serve on the Credit Committee, where he served as Chairman for the last term. He has been an active participant in the organization's marketing and other initiatives.





He has provided tremendous service and support to the Health and Safety Committee because of his knowledge and expertise in health, safety and the environment.

Ewart Reyes's goal to ensure that SECU achieves tremendous financial growth which will result in greater benefits to our members and all stakeholders.



KEREL WARRICK
PROFESSION: BENEFIT ANALYST – CARDEA BENEFITS LIMITED

EDUCATION/ACCOMPLISHMENTS:
BSC Actuarial Science
Associate of Society of Actuaries Accreditation (Currently pursuing)

Mr. Warrick has been a loyal member of SECU Credit Union over the last 26 years and is currently serving as President of the Junior Executives, and served as a member of SECU's Credit Committee in the last term.

With a background in risk management, he currently lends his expertise to the Finance & Investment Committee in the determination of sound financial decision making and risk analysis.

Kerel Warrick's goal for SECU is to see continued growth in membership, assets and returns to members. He wants to see stability of members' investments built on strong risk management principles.





**NOMINEES
FOR AGM 2021
SUPERVISORY
COMMITTEE**



ALTHIER ALLEYNE
PROFESSION: SELF EMPLOYED

EDUCATION/ACCOMPLISHMENTS
BA – Business Management
Diploma ACCA
Advanced Diploma Business Management
Training in Financial Management
Microsoft certified

Mrs. Alleyne has served diligently as Director and Treasurer on the Board of Directors and has made a sterling contribution at SECU Credit Union. She is also involved with the Central Regional Chapter as a Director.

She has also served as Chairperson of the Supervisory Committee supporting the auditing and compliance process as well as other initiatives of the Institution.

Althier Alleyne’s goal for SECU Credit Union is to achieve the objective of putting members first and providing good customer service.



ANGELINE AYOW
PROFESSION: COMPLIANCE OFFICER
MAIBROL INSURANCE BROKERS CO/ LTD.

EDUCATION/ACCOMPLISHMENTS:
Diploma – Insurance – IAS - FIU

Ma. Ayow has contributed over 35 years at SECU Credit Union, having not just served, but given tremendous support to the Credit, Supervisory and Marketing Committees. She is also a member of the Central Regional Chapter.

As an experienced Compliance Officer ,with her wealth of knowledge in Auditing and Compliance, Angeline has served as Chairperson of the Supervisory Committee with determination, purpose and enthusiasm.

Angeline Ayow’s goal is for the Credit Union to become the most financially stable and people oriented organization of its kind.





SHANELLE MCEACHNIE-GILL
PROFESSION: PROJECT ANALYST – NATIONAL INSURANCE BOARD

EDUCATION/ACCOMPLISHMENTS:
BSC Project Management
Certificate in Facilities Management

Mrs. McEachnie-Gill has been a member of SECU Credit Union since 2011 and brings with her years of experience in administration, events planning and management that she is prepared to offer to the membership.

Shanelle McEachnie-Gill's goal is to assist the organization in becoming the leading Credit Union nationwide



ANN JOHN
PROFESSION: CHECKER -TOBAGO HOUSE OF ASSEMBLY

EDUCATION/ACCOMPLISHMENTS:
SECONDARY EDUCATION

Ms. John has a passion for Credit Unionism and has been involved in the Supervisory, Credit and Marketing Committees in the fraternity.

She also continues to serve in the capacity of Liaison Officer for SECU Credit Union and has been instrumental in the Outreach/Presentation with involvement in several Marketing initiatives between the two islands. Ms. John continues to represent SECU at the Heritage and the other festivals in Tobago.

Ann John's goal for SECU is to make SECU Credit Union a credit union with a difference.





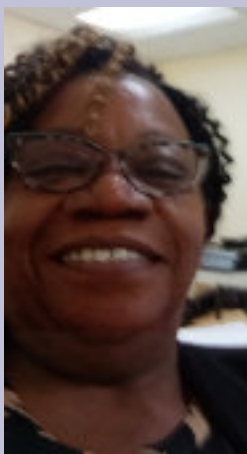
KENNETH MEDINA
PROFESSION: CUSTOMS BROKER-M&C CUSTOMS BROKERAGE CO. LTD. / BUSINESSMAN

EDUCATION/ACCOMPLISHMENTS:
UWI – Tertiary
SECU – Management and Business Training

With more than 30 years of experience at SECU Credit Union, Mr. Medina has proudly served on the Board of Directors as a former Secretary and Treasurer, and has also served on the Credit and Supervisory Committees.

As Supervisory Committee Chairman, Kenneth has supervised the auditing function regarding financial and compliance processes. His brokerage experience and knowledge base of other skills have also been shared whenever required.

Kenneth Medina’s goal is to ensure SECU Credit Union remains a reliable financial institution within the financial sector in Trinidad and Tobago.



WENDY MURRAY
PROFESSION: RETIREE OF NATIONAL GAS COMPANY LTD.

EDUCATION/ACCOMPLISHMENTS:
Masters in Forensic Accounting and Fraud Detection
ICM Diploma – Management of Works and Cost
ICM Diploma – Management of Investment Products
AAT – Accounting Technician
ACCA – Chartered Certified Accountant
CBRA – Certified Business Resilience Auditor

With more than 35 years as an experienced Auditor / Accountant lending support both at SECU Credit Union and the National Gas Company Ltd., Ms. Murray has contributed significantly to the facilitation of auditing, governance and leadership in the financial domain. A professional with a background in consultancy in forensics and fraud detection, she continues to initiate and conduct training programmes in the varying disciplines.

Wendy Murray’s goal is to raise the bar for governance within the organization, thus ensuring risk management, internal controls and





financial reporting efforts that are executed to support the requirements of law and Bye Laws. She would also like to aid in internal control system improvement that can ensure prompt preparation of financial statements.



KERON PUJADAS
PROFESSION: ASSISTANT ACCOUNTANT
ONE CARIBBEAN MEDIA LIMITED

EDUCATION/ACCOMPLISHMENTS:
ACCA – FIA
MBA – International Business

Mr. Pujadas has served as Chairman on the Supervisory Committee at SECU with determination and purpose.

His accounting background has been an asset to the Supervisory Committee in the area of auditing the Compliance process.

He continues to be passionate about the Credit Union’s philosophy by lending support whenever required.

Keron Pujadas’ goal is for SECU Credit Union to improve their operational processes, and to be the leading financial institution of choice for members while providing exceptional service.



ADRIAN DAVID REGIS
PROFESSION: QUANTITY SURVEYOR TECHNICIAN
WELCH, MORRIS AND ASSOCIATES LTD.

EDUCATION/ACCOMPLISHMENTS:
Certificate holder from San Fernando Technical Institution
Certificate in Microsoft Office (University of the West Indies)
Introduction to OSHA (Cipriani College of Labour)

Mr. Regis has been a member for many years and has served on both the Marketing Committee and the Facilities Management Committee. He remains passionate in his commitment to whatever he endeavours to do.

Adrian Regis’s goal for SECU is to increase credibility of the Credit Union amongst the general public and to help improve proper





communication between the Credit Union and its' members as well as the general public at large.



BALLIRAM TAKLAL
PROFESSION: MECHANICAL TECHNICIAN

EDUCATION/ACCOMPLISHMENTS:
Degree in Mechanical Engineering
Diploma in Supervisory Management

Mr. Taklal has been a member of the credit union for over 30 years. He has served on the Marketing Committee and has made valuable contributions during his tenure.

Balliram Taklal's goal is to serve the Credit Union to the best of his ability as he is interested in the longevity of the organization.





**SECU CREDIT UNION CO-
OPERATIVE SOCIETY
LIMITED PROJECTE
INCOME & EXPEDITURE
FOR YEAR ENDED 2021
CONSOLIDATED**

Income	
Interest on loans	17,668,886.25
Income from investments	705,758.63
Other Income	<u>783,030.37</u>
	<u>19,157,675.25</u>
Expenditure	
Personnel costs	6,112,646.00
Professional Services	918,350.08
Occupancy costs	2,190,722.17
CUNA insurance	1,515,787.41
AGM expenses	150,000.03
Advertising and promotions	382,690.00
Insurance	161,877.11
Bad debt expenses	650,000.05
Depreciation	692,400.00
Member related events	100,000.00
Board and committee expenses	621,141.18
Office expenses	579,658.23
Financial costs	207,296.70
Other expenses	79,507.20
	<u>14,362,076.15</u>
Net Surplus for the year	<u>4,795,599.09</u>



RESOLUTIONS

1. Be it resolved that this 39th Annual General Meeting accepts the recommendations of the Board of Directors to pay a dividend of 3.0% on fully paid up shares , of which 20% will be credited to the members Shares and 80 % payable by cheque.

2. Be it resolved that this 39th Annual General Meeting accepts the recommendations of the Board of Directors to pay an honorarium to all elected Officers who served during the 2020/2021 term, of 4.53% of the retained earnings which is equivalent to \$270,874.00.

3. Be it resolved that this 39th Annual General Meeting accepts the recommendations of the Board of Directors to appoint R. Ramdass & Company as Auditors for the period ending at the conclusion of the next Annual General Meeting.

4. Be it resolved that this 39th Annual General Meeting accepts the recommendation of the Board of Directors to amend the following Bye-Laws:

Bye-Law No. 5 Admission

Clause 5 (b) states :Membership shall commence from the date of approval by the Board, payment of a non-refundable entrance fee of Five Dollars (\$5.00) and the value of one (1) full share. All entrance fees shall be credited to the Reserve Fund.

Clause 5 (b) to be amended to read:

Membership shall commence from the date of approval by the Board, payment of a non-refundable entrance fee of Twenty Dollars (\$20.00) and the value of one (1) full Share of Twenty Dollars (\$20.00).All entrance fees shall be credited to the Reserve Fund.

Bye-Law No 12 Shares

Clause 12 (a) states:

Shares shall be valued at Five Dollars (\$5.00) each and may be paid for by weekly, fortnightly or monthly installments of Five Dollars (\$5.00) respectively.

Clause 12 (a) to be amended to read:

Shares shall be valued at Twenty Dollars (\$20.00) each and may be paid for by weekly, fortnightly or monthly installments of Twenty Dollars (\$20.00) respectively.



