

**Tsuen Wan Government Secondary Technical School Alumni Association (TWTSAA)**  
**The 8<sup>th</sup> Executive Committee (ExCom) (2016 – 2018)**  
**Minutes of the eleventh Meeting**

Date : 5 February 2018 (Monday)  
Time : 7:00 p.m.  
Venue : 荃灣眾安街大鴻輝中心12樓常滿酒家

Present	: Mr Chau Ka Tak, Eric	Chairman
	Mr Cheung Kwok Ying	Vice-Chairman (Internal)
	Mr Chui Wai Sing	Vice-Chairman (External)
	Ms Wong Hon Mui, Deborah	Secretary
	Ms Yau Wai Ha, Iris	Treasurer
	Mr Tang Wing Hong	Co-ordinator HMS / TWTSAA CF
	Mr Chan Chit Wai, Stephen	
	Mr Chan Kwan Yau, Nelson	
	Mr Chiu Kim Kan	
	Ms Kwok Fung Ling Catherine	
	Mr Leung Sheung Ming	
	Mr Leung Tung Sing, Christopher	
	Mr Mak Hoi Wah	

Absent with apologies:

Mr Chan Sing, Nelson  
Mr Fan Ying Ming

In attendance: Ms Yau Siu Mei Sophia

**1. Quorum and Chairman**

It was noted that a quorum of members was present and the meeting was therefore duly convened and constituted. Mr Chau Ka Tak, Eric took the chair of the meeting.

**2. Confirmation of the minutes of the last meeting**

The minutes of the tenth meeting of the 8th ExCom held on 11 December 2017 were confirmed without amendment.

**3. Matters arising from the last meeting**

There was no outstanding matter arising from the last meeting to be followed.

**4. Treasurer's Report**

Ms Yau Wai Ha, Iris reported that overall financial situation was healthy. The bank balance as of 5 February 2018 was HK\$35,148.11.

**5. Messages from TWTSAA CF**

Mr Tang Wing Hong passed the following messages to ExCom members for information:

## **5.1 Kam Tin Youth Centre (錦田青年中心) - 3D Animation Training Centre**

Three hundred and fifty thousand Hong Kong dollars were donated to furnish the 3D Animation Training Centre. Act Plus Education Foundation (樂言社教育基金) would operate it. Opening Ceremony was held on 19 December 2017. Fifty members from TWTSAA Committees and TWTSAAACFL Directors were invited to join the banquet (盤菜宴).

## **5.2 Visits relating to Huaiji Officials**

On the way organizing partnership school to Huaiji Secondary School (懷集第二中學), Officials from Huaiji Government and Huaiji Education Department visited Hong Kong (仁濟醫院王華湘中學) on 10 January 2018. A return visit was made on 5 February 2018 to Huaiji (懷集第一中學).

## **5.3 Celebrating the 5<sup>th</sup> Anniversary of TWTSAAACFL**

A series of programmes would be arranged in late 2018, which would be announced after confirmation from the Board of Directors' Meeting. We would seek support from TWTSAA if needed.

## **6. Report from Recreation and Publication/IT subcommittees**

### **6.1 Recreation**

There would be 盤菜宴 at the 錦田祠堂村 on 2 March 2018 (Friday) to celebrate the Chinese New Year. ExCom members and their relatives were invited to join the event.

### **6.2 IT matters**

There was nothing to report for this meeting.

### **6.3 Publication (荃情)**

Mr Chau Ka Tak, Eric reported that the December 2017 publication had been mailed to alumni and uploaded to website.

We had received another request from an alumnae to provide hard copy of 荃情. So there would be 16 persons requesting for hard copies.

## **7. 2018 AGM**

The following had been discussed:

### **7.1 13 tables had been reserved at Yau Yat Chuen Garden Club on 14 April 2018 (Saturday).**

Mr Chau Ka Tak Eric reported that the previous proposed AGM date of 21 April 2018 at the venue Yau Yat Chuen Garden Club could not be made, as the venue had been fully booked. We had to either change to another venue or change the AGM date. It had been decided to change the AGM date as 14 April 2018. Mr Chau had informed the alumni via whatsapp group.

### **7.2 The dinner admission fee of HK\$350 per head would be maintained despite the dinner menu cost payable to Yau Yat Chuen Garden Club was not yet known by the time of the meeting for discussion.**

### **7.3 Guest talk during AGM**

Should there be any short talk during the AGM? If so, what topic?

In view of the election of committee members would also be conducted during the 2018 AGM, we would have tight run down schedule and insufficient time for a guest talk. Therefore this matter had been discussed and agreed to postpone to 2019 AGM.

**7.4** The main job allocation would be as follows:

**7.4.1** AGM general matters

- Preparation of 2018 AGM notice and agenda, 2017 AGM minutes: Ms Wong Hon Mui, Deborah
- Preparation of Chairperson report: Mr Chau Ka Tak Eric
- Preparation of TWTSAAFC chairperson report: Mr Tang Wing Hong
- Preparation of Treasurer report: Ms Yau Wai Ha, Iris
- Preparation of alumni admission fee and donation form: Mr Chau Ka Tak Eric
  
- Updating member mailing list: Ms Yau Wai Ha, Iris
- SMS messages: Ms Yau Wai Ha, Iris
- Mailing of AGM notice and election documents: Mr Chan Chit Wai, Stephen
- Logistic matters re Polo- T shirt, souvenirs, etc: Mr Chan Chit Wai, Stephen
  
- Invitation of teachers: Mr Chau Ka Tak Eric
- Invitation of 荃夜校友會: Mr Chan Chit Wai, Stephen
- Invitation of TWTSAAFC volunteers : Mr Cheung Kwok Ying
- Liaison with the legal advisor and auditor: Mr Chau Ka Tak Eric
  
- Preparation of backdrop and banner: Mr Tang Wing Hong
- Responsible for N5 plan including preparation of logo, etc : Mr Tang Wing Hong
- photographer and uploading photos to facebook: Mr Tang Wing Hong
- photographer and preparation of video for uploading: Mr Leung Sheung Ming
- Cake ordering: Mr Mak Hoi Wah
  
- Master of ceremony: Mr Chan Sing and Ms Yau Siu Mei Sophia
- Sale of Polo T- shirt and souvenirs: Ms Yau Wai Ha and Ms Kwok Fung Ling Catherine
- Collection of admission fee and donation: Ms Yau Wai Ha, Iris

**7.4.2** Election matters: Messrs Mak Hoi Wah, Chui Wai Sing and Ms Wong Hon Mui, Deborah

**7.5** A lunch for ExCom members would be arranged at Yau Yat Chuen Garden Club on 14 April 2018 (Saturday).

**8. Any Other Business**

**8.1** Future ExCom meeting venue

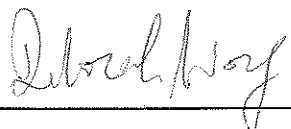
Mr Chau Ka Tak Eric proposed the future meeting venue at 錦田青年中心

Mr Tang Wing Hong advised that there would also be activities held by the organization in the evening. We could book the venue only when it would be available. So we could not plan in advance for the meeting date and get the meeting fixed on Monday.

Some members expressed their idea that the location is a bit inconvenient and had found that the meeting place at 荃灣眾安街大鴻輝中心12樓常滿酒家 was good.

**8.2** The next meeting date would be 26 March 2018 (Monday) at 荃灣眾安街大鴻輝中心12樓常滿酒家.

There being no further business, the Chairman declared the meeting closed.



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Wong Hon Mui, Deborah  
(Secretary)



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Chau Ka Tak, Eric  
(Chairman)

Distribution:

All ExCom members (by e-mail)  
Mr Hung Tam Yuen (by e-mail)  
Ms Fu Sau Lin Cindy (by e-mail)