

Tsuen Wan Government Secondary Technical School Alumni Association (TWTSAA)
The 6th Executive Committee (ExCom) (2012 – 2014)
Minutes of the Sixth meeting

Date : 8 April 2013 (Monday)
Time : 7:00 p.m.
Venue : Room 305, 2/F, CCC Rotary Secondary School, Kowloon

Present	: Mr Tang Wing Hong	Chairman
	Mr Chau Ka Tak, Eric	Vice-Chairman (Internal)
	Ms Wong Hon Mui, Deborah	Secretary
	Ms Yau Wai Ha, Iris	Treasurer
	Mr Cheung Kwok Ying	Chairman (HUCMS)
	Mr Chan Kwan Yau, Nelson	
	Mr Cheung Kwok Chung, Raymond	
	Mr Fan Ying Ming	
	Ms Fu Sau Lin, Cindy	
	Mr Lam Man Kwan	

Absent with apologies:

Mr Chui Wai Sing	Vice-Chairman (External)
Mr Chan Chit Wai, Stephen	
Mr Chiu Kim Kan	
Mr Leung Tung Sing, Christopher	
Mr Mak Hoi Wah	

1. Confirmation of the minutes of the last meeting

The minutes of the 5th meeting of the 6th ExCom held on 25 February 2013 were confirmed without amendment.

2. Matters arising from the last meeting

Notification of change of address with the Licensing Office, Hong Kong Police Force

It was reported that the change of address had been done.

3. Matters arising from the Extraordinary General Meeting

"Tsuen Wan Government Secondary Technical School Alumni Association Charitable Foundation Limited" (荃灣官立工業中學校友會慈善基金有限公司)

In compliance with the formalities, the Founder Members and the First Directors would be required to submit some information to the Companies Registry. The First Directors would also be required to sign "Consent to act as Directors". Each of the Members and Directors would liaise with Ms Tenny Tam and provide the relevant information/sign the consent letter.

4. 2013 Annual General Meeting (AGM)

The following matters were discussed:

4.1 Printing of invitation cards and envelopes

Due to small quantity of printing (different art work for different year of graduates), the printing costs was higher than budget. It was agreed that the costs would be HK\$3,000 for 600 sets of invitation cards, excluding postage. The printing work would be completed and the cards would be delivered to Mr Chan Chit Wai, Stephen's office on 10 April 2013. The invitation cards would be posted on 12 April 2013.

4.2 Enquiries/Questions

When the ExCom receive enquiries regarding arrangement of the AGM, Mr Tang Wing Hong would reply to the enquires.

Mr Chau Ka Tak, Eric would prepare the Line-to-take to answer any enquiries/questions raised during the AGM.

4.3 Reservation at Yau Yat Chuen Club

Mr Fan Ying Ming had reserved 15 tables. Mr Fan would also set the menu as soon as possible. Mr Fan would enquire if the Club could provide fake cake for our photo taking purpose.

4.4 Live Band

Mr Chan Chit Wai, Stephen had arranged with a live band. The performance cost would be HK\$3,000 plus meal. This was approved by the ExCom.

4.5 Guests – HUCMS volunteers

In recognition of the hard work and appreciation of the donors referred by the HUCMS volunteers, Mr Cheung Kwok Ying asked if TWTSAA would sponsor a table of 12 persons for the HUCMS volunteers and invite them as guests.

As there was no precedence and all expenses should be accountable, the enquiry raised by Mr Cheung was declined. However, Mr Tang Wing Hong viewed that the costs could be shared personally by the two Chairmen, ExCom and HUCMS, i.e. Mr Tang Wing Hong offered to personally share half of the costs of 12 persons with Mr Cheung Kwok Ying. Mr Cheung agreed with the proposal offered by Mr Tang.

Post meeting note:

Mr Chan Chit Wai, Stephen clarified that ExCom had sponsored a table of 12 persons for the HUCMS volunteers for the past few years and requested the same treatment for 2013 AGM. Ms Yau Wai Ha, Iris after checking the previous expenditure records, confirmed the following:

2010 AGM	19 guests, dinner costs for HK\$4,760 paid by Mr Stephen Chan
2011 AGM	8 guests, dinner costs were waived
2012 AGM	7 guests, dinner costs were waived

Mr Stephen Chan's request were agreed by Messrs Tang Wing Hong, Chau Ka Tak, Eric, Chui Wai Sing, Cheung Kwok Ying, Cheung Kwok Chung, Raymond, Chan Kwan Yau, Nelson, Ms Wong Hon Mui, Deborah, Yau Wai Ha, Iris, and Fu Sau Lin, Cindy

Mr Lam Man Kwan replied that he personally did not agree to the proposal as the resolution had been made during the meeting held on 8 April 2013. When there would be any subsequent changes and amendments to the resolution concluded in that meeting, then the matter should be formally discussed again at another ExCom meeting. Mr Mak Hoi Wah replied that he had no objection to sponsoring volunteers of HUCMS to the AGM dinner; however HUCMS should submit a proposed list of guests to be invited and be approved by the ExCom.

Messrs Chiu Kim Kan, Fan Ying Ming, Leung Tung Sing, Christopher, had not replied by the time of writing. As majority of the members agreed to Mr Stephen Chan's request, the proposal of sponsoring a table of 12 for the HUCMS volunteers was considered approved.

5 Treasurer's Report

Ms Yau Wai Ha, Iris presented the Treasurer's report as at 8 April 2013. The overall financial situation was healthy.

6 HUCMS Report

Mr Cheung Kwok Ying presented the HUCMS report, summarized as follows:

- 6.1 The Easter trip was successful. There were 14 HUCMS members participated in the event, including some new TWTSAA members (younger graduates). They were helpful. Mr Cheung foreseen these young members would make lot of contributions to the HUCMS.
- 6.2 There would be another camping event to be held in summer. The venue was not yet decided.

7 Report from Recreation and Publication/IT subcommittees

- 7.1 Due to the absence of Mr Leung Tung Sing, Christopher, there was no report on the recreation matter.
- 7.2 荃情 Publication

The next issue would be published in June 2013. Mr Chau Ka Tak, Eric requested members to submit the drafts by 4 May 2013.

8 Any Other Business

Ms Yau Wai Ha, Iris reported that she received requests from TWTSAA members, asking her to release contact details of the other TWTSAA members. Ms Yau was not sure if this would abuse the privacy of individual members. It was agreed that only telephone number of the members could be released to the relevant year representative, for calling persons to attend the AGM purpose.

9. Date of Next Meeting

The dates of future meetings for the next term would be decided in due course.

Tang Wing Hong
(Chairman)

Appendix – Treasurer's Report

Distribution:
All ExCom members (by e-mail)
Mr Hung Tam Yuen (by e-mail)