

**CHEUNG CHUK SHAN COLLEGE ALUMNI FOUNDATION FUND
MANAGEMENT COMMITTEE**

Minutes of the 11th Meeting

Held on Saturday, 13 October 2018

At Geography Room, Cheung Chuk Shan College

Members Present

Mr. TSOI Sze Yeung Simon (Chairperson)
Mr. AU Chun Keung (School Principal)
Mr. CHOW Chun Kit (School Assistant Principal)
Mr. CO Yau Tik Dixon (Committee Member)
Mr. HUI Tin Fook David (Committee Member)
Ms. LAM Shuk Kum Rosanna (School Assistant Principal)
Mr. LI Yi Lut Lawrence (Substitute Secretary)
Mr. KWOK Chun Chai Johnny (Committee Member)
Ms. NG Yuen Han Anita (Committee Member)
Ms. TUNG Ling Chi (OSA Chairperson)

In Attendance

Mr. KOO Fong Ngai Benny (Alumnus)
Ms. LAU Lok Yung (SA Chairperson)
Mr. WONG Man Kei (PTA Chairman)
Ms. YEUNG Pan Ki Peggy (Parent Manager)
Mr. YUEN Tze Lam (IMC Manager)

Members/Permanent Honorary Advisors Absent with Apology

Mr. CHAN Chuen Wing (Committee Member)
Mr. CHAN Hau Wing Wilson (Committee Member)
Mr. CHEUNG Kui Tong Raymond (Permanent Honorary Advisor)
Mr. TSOI Sheung Kai (Permanent Honorary Advisor)
Ms. Fu Lok Yi (Secretary)
Mr. FUNG Ka Shing (Committee Member)
Mr. NG Ho Bun (Panel Head of Liberal Studies)
Ms. Ng Pong Wai Brenda (Alumni Manager)
Mr. WONG Siu Man (Moral & Civic Education Coordinator)
Ms. YAN Ming Yuk (Committee Member)

Documents Tabled (Reproduced as Appendices)

Agenda of the 11th Meeting (Appendix 1)

Minutes of the 10th Meeting (Appendix 2)

Principal's Activities Report, 2017-18 (Appendix 3)

Financial Report, 2017-18 (Appendix 4)

Proposed Expenditure for 2018-19 (Appendix 5)

1. Welcoming Speech and Introduction by the Chairperson

Mr. TSOI Sze Yeung Simon (“**Mr. Simon TSOI**”), the Chairman, welcomed and expressed his gratitude to all attendees of the 11th meeting (this “**Meeting**”) of Cheung Chuk Shan College (“**CCSC**”) Alumni Foundation Fund (the “**Fund**”) Management Committee (the “**Committee**”).

2. Roll Call of Attendance

Roll call was taken at 14:55.

3. To Receive and Adopt the Agenda of this Meeting

Mr. CO Yau Tik Dixon (“**Mr. Dixon CO**”) proposed to adopt the agenda of this Meeting of the Committee, a copy of which enclosed herewith as Appendix 1. Seconded by Ms. TUNG Ling Chi (“**Ms. Linda TUNG**”) and there being no objection, the agenda of this Meeting was confirmed and adopted.

4. To Confirm the Minutes of the 10th Meeting of 30 September 2017

Mr. Dixon CO proposed to confirm the minutes of the 10th meeting of the Committee, a copy of which is enclosed herewith as Appendix 2. Seconded by Ms. Ng Yuen Han (“**Ms. Anita NG**”) and there being no objection, minutes of the said 10th meeting were confirmed and adopted.

5. To Discuss the Matters Arising from the 10th Meeting

5.1. Music Fiesta

Mr. Simon TSOI advised the Committee that after a thorough discussion, other alumni of CCSC and he considered that the Fund does not have abundant resources and manpower to organize the Music Fiesta and thus he proposed not to proceed. There being no objection, his proposal was confirmed and adopted.

5.2. By-laws of the Fund

Mr. Dixon CO reported that some alumni of CCSC have two major concerns about the proposed by-laws of the Fund, namely (i) composition of members and (ii) budgetary issue.

Regarding the first issue, Mr. Dixon CO advised that the Fund may not have legitimate access to the personal particulars of the alumni of CCSC, which are is currently kept by CCSC, once the Fund has sought an independent legal status and thus, selection of members through a general election by the alumni of CCSC may not be feasible thereafter. In this connection, Mr. Dixon CO proposed that new members of the Committee shall be appointed by the then members of the Committee with simple majority vote with the final appointment power rested with the Incorporated Management Committee (the "IMC") of CCSC.

While Mr. Hui Tin Fook David ("Mr. David HUI") seconded Mr. Dixon CO's above proposal that the by-laws of the Fund shall grant the IMC power to appoint members of the Committee, he trusted that selection of members through general elections among the alumni of CCSC is feasible since the Fund may resort to the Old Students' Association of CCSC for assistance.

Mr. Au Chun Keung ("Mr. C.K. AU") expressed his concern that the alumni of CCSC may not be interested in participating in management of the Fund. Mr. David HUI advised that a system of replacement of only a fraction of the members of the Committee every year may address Mr. C.K. Au's said concern.

Regarding the budgetary issue, all of the attendees of this Meeting agreed that an upper limit on the overspending of a budgetary item of the Fund to be allowed should be set.

Mr. Dixon CO, after hearing the opinions of the attendees of this Meeting, promised that he will try his best to circulate the revised draft by-laws of the Fund by the end of 2018.

6. To Receive and Adopt the Principal's Activities Report, 2017-18, of the Principal, Mr. C.K. AU

On behalf of CCSC, Mr. C.K. AU presented to the Committee the Principal's Activities Report, 2017-18, a copy of which is enclosed herewith as Appendix 3.

Mr. David HUI proposed to adopt the Principal's Activities Report, 2017-18. Seconded by Ms. Linda TUNG and there being no objection, the Principal's Activities Report, 2017-18 was confirmed and adopted.

7. To Receive and Adopt the Financial Report, 2017-18

On behalf of CCSC, Mr. C.K. AU presented to the Committee the Financial Report, 2017-18, a copy of which is enclosed herewith as Appendix 4.

In relation to Mr. Dixon CO's concern as to how the surplus of the donation from Dr. Wong Ming Fung ("Dr. M.F. WONG") should be handled, Mr. C.K. Au informed the Committee that Dr. M.F. WONG had consented that the said surplus shall be spent on the items which were sponsored by him in previous years.

Mr. Dixon CO proposed to adopt the Financial Report, 2017-18. Seconded by Ms. Linda TUNG and there being no objection, the Financial Report, 2017-18 was confirmed and adopted.

8. To Discuss the Activities to be Organized in the School Year of 2018-19

On behalf of CCSC, Mr. C.K. AU introduced the Proposed Expenditure for 2018-19 (copy enclosed herewith as Appendix 5) and delivered his note of thanks to Dr. M.F. WONG for his support to CCSC.

Mr. C.K. Au drew the attention of the Committee that 10 students were awarded the "Star of CCSC Award" in the school year of 2017-18 while there were usually two awardees in each of the previous school years. Mr. C.K. Au explained that seven out of 10 prize winners of the school year of 2017-18 were awarded because they were selected to represent Hong Kong to compete in the Odyssey of the Mind World Finals held in the United States. He further sought the Committee's view as

to whether a limit on the number of prize winners of the “Star of CCSC Award” in the future should be set. Mr. Simon TSOI, Mr. David HUI and Mr. Yuen Tze Lam replied in the negative.

Mr. Dixon CO proposed to adopt the Proposed Expenditure for 2018-19. Seconded by Ms. Linda TUNG and there being no objection, the Proposed Expenditure for 2018-19 was confirmed and adopted.

9. To Discuss the Allocation, Management and Administration of the Fund

Mr. C.K. Au highlighted that a new item of ‘Miscellaneous’ had been added to the budget of the school year 2018 – 19 owing to the potential expenditure on consumables and sundry items, which would make reimbursement hard if such an item had not been included.

Mr. Simon TSOI reported that he had been received an email from Ms YAN Ming Yuk notifying him of her decision to resign from the Committee

Mr. Simon TSOI informed the Committee that membership of Mr. Koo Fong Ngai Benny (“**Mr. Benny KOO**”) expired upon the end of the term of Mr. Benny KOO’s appointment as the Alumni Manager of the IMC. Considering Mr. Benny KOO’s valuable experience and contribution to the Fund, Mr. Simon TSOI proposed to re-appoint Mr. Benny KOO as a member of the Committee. His proposal was seconded by all of the Committee members in attendance.

Mr. Simon TSOI also informed the Committee that he will have further discussion with the Old Students’ Association of CCSC about the fund-raising efforts to be made during the celebration activities of the Golden Jubilee of CCSC.

Mr. David HUI proposed to appoint Ms. Anita NG and Mr. Johnny KWOK to be members of the By-laws Drafting Sub-committee of the Fund. There being no objection, Mr. David HUI’s said proposal was confirmed and adopted.

Mr. C.K. AU reported to the Committee that CCSC had set a new rule under which alumni will be encouraged to donate at least HK\$300 each hour for the use of campus venues for authorized purposes. He further proposed that the said donation shall be passed to the Fund. There being no objection, Mr. C.K. Au’s said

proposal was confirmed and adopted.

Ms Yeung Pan Ki Peggy suggested that alumni could be encouraged to make monthly donations to the Fund through auto-pay and the transaction cost could be borne by the Fund.

The attendees of the Meeting concurred that Mr. Simon TSOI could appeal for donations to the Fund through a presentation to be made to alumni during the coming Anniversary Dinner.

10. Any Other Business

Save as disclosed in the above paragraph 9, there was no other business.

11. To fix the date, time and venue of the next meeting

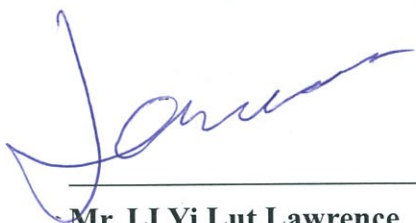
The Committee proposed to convene the next meeting of the Fund on 21 September 2019.

12. Adjournment of the Meeting

The meeting was adjourned at 17:10.

-END-

Respectfully Submitted by



Mr. LI Yi Lut Lawrence
Substitute Secretary

Approved by
for and on behalf of
Cheung Chuk Shan College
Alumni Foundation Fund Management Committee



Mr. TSOI Sze Yeung Simon
Chairperson