

CHEUNG CHUK SHAN COLLEGE
ALUMNI FOUNDATION FUND MANAGEMENT COMMITTEE
(the “Committee”)

**MINUTES OF THE 12TH MEETING OF THE COMMITTEE HELD AT
GEOGRAPHY ROOM OF CHEUNG CHUK SHAN COLLEGE AT 2:55 P.M.
ON 21 SEPTEMBER 2019**

Present: Please refer to the attendance list set out in the Schedule to these minutes.

1. WELCOMING SPEECH OF THE CHAIRPERSON

Mr. TSOI Sze Yeung Simon (“**Mr. Simon TSOI**”), the Chairperson of the Fund (the “**Chairperson**”), welcomed and expressed his gratitude to all attendees of the 12th meeting (this “**Meeting**”) of the Committee of Cheung Chuk Shan College Alumni Foundation Fund (the “**Fund**”).

2. ROLL CALL OF ATTENDANCE

Roll call was taken at 2:55 p.m.

3. TABLED DOCUMENTS

There were tabled before this Meeting the following documents, which have been reproduced as appendices to these minutes:

- (1) agenda of this Meeting (Appendix 1);
- (2) minutes of the 11th meeting of the Fund (Appendix 2);
- (3) Principal’s Activities Report, 2018-19 (Appendix 3);
- (4) Financial Report, 2018-19 (Appendix 4);
- (5) Proposed Expenditure for 2019-20 (Appendix 5); and
- (6) three versions of the proposed by-laws of the Fund as prepared and circulated by the By-Laws Drafting Subcommittee (Appendix 6) of the Fund.

4. THE AGENDA OF THIS MEETING

Mr. HUI Tin Fook David (“**Mr. David HUI**”) proposed to adopt and approve the agenda of this Meeting (a copy of which is enclosed and reproduced as Appendix 1). Seconded by Mr. LI Yi Lut Lawrence and there being no objection, the said agenda of this Meeting was adopted and approved.

5. MINUTES OF THE 11TH MEETING (THE “11TH MEETING”) OF THE COMMITTEE OF 13 OCTOBER 2018

Mr. KOO Fong Ngai Benny (“**Mr. Benny KOO**”) proposed to approve, confirm

and rectify the minutes of the 11th Meeting (a copy of which is enclosed and reproduced as Appendix 2). Seconded by Ms. TUNG Ling Chi and there being no objection, the said minutes of the 11th Meeting were approved, confirmed and rectified.

6. MATTERS ARISING FROM THE 11TH MEETING

The Chairperson proposed that the Committee should spend most of the time of this Meeting on the discussion of the proposed by-laws of the Fund. His said proposal was duly noted and confirmed by the Committee.

7. PRINCIPAL'S ACTIVITIES REPORT, 2018-19 OF THE PRINCIPAL, MR. C.K. AU

On behalf of Cheung Chuk Shan College ("CCSC"), Mr. C.K. AU, the Principal, presented to the Committee his Principal's Activities Report, 2018-19 (a copy of which is enclosed and reproduced as Appendix 3).

Mr. David HUI proposed to approve, confirm and rectify the Principal's Activities Report, 2018-19. Seconded by Mr. CHAN Hau Wing Wilson ("Mr. Wilson CHAN") and there being no objection, the said Principal's Activities Report, 2018-19 was approved, confirmed and rectified.

8. FINANCIAL REPORT, 2018-19

On behalf of CCSC, Mr. C.K. AU presented to the Committee the Financial Report, 2018-19 (a copy of which is enclosed and reproduced as Appendix 4).

Mr. Wilson CHAN proposed to approve, confirm and rectify the Financial Report, 2018-19. Seconded by Mr. Benny KOO and there being no objection, the Financial Report, 2018-19 was approved, confirmed and rectified.

The Chairperson referred the Committee to the trend of increasing numbers of overseas study trips organised by CCSC, and therefore the Committee had been requested to provide more and further financial support recently. The Chairperson proposed that additional resource to be allocated for such purpose shall be subject to annual review of the Committee in the future. The said proposal was duly noted and confirmed by the Committee.

Mr. David HUI informed the Committee that a proposal for grant to support the future organization of study tours can be submitted to Hui Hiu Fai Fund. Such information be and was duly noted by the Committee.

9. ACTIVITIES TO BE ORGANISED IN THE SCHOOL YEAR OF 2019-20

On behalf of CCSC, Mr. C.K. AU referred the Committee to the Proposed Expenditure for 2019-20 (a copy of which is enclosed and reproduced as Appendix 5) and delivered his note of thanks to alumnus Dr. WONG Ming Fung for his support to CCSC.

As requested, Mr. C.K. AU briefly introduced to the Committee the operation of the Lunar New Year fair stall. He also pointed out that the investment from the Fund would not be needed in the new school year owing to the provision of a new government grant. The Chairperson proposed to continue investing in the Lunar New Year fair stall in the future in view of various considerations. Further to the Committee's discussion, it was decided that Mr. C.K. AU shall liaise with the teacher-in-charge on the arrangements.

Mr. David HUI proposed to approve, confirm and rectify the Proposed Expenditure for 2019-20. Seconded by Ms. YEUNG Pan Ki Peggy and there being no objection, the proposed expenditure for 2019-20 was approved, confirmed and rectified.

10. MANAGEMENT AND ADMINISTRATION OF THE FUND

Mr. C.K. AU reported to the Committee that while the financial condition of the Fund as at the financial year of 2018-19 was generally healthy, further fundraising activities would be very welcomed.

11. PROPOSED BY-LAWS OF THE FUND

Mr. CO Yau Tik Dixon, on behalf of the By-Laws Drafting Subcommittee of the Fund, circulated and introduced three versions of draft by-law to the Committee for consideration. It was resolved that version C of the draft by-law (a copy of which was enclosed and reproduced as Appendix 6) be and was hereby adopted and approved, subject to such amendments as the Committee might approve. It was also resolved that the By-Laws Drafting Subcommittee shall circulate the revised version C incorporating comments of the Committee tentatively by December 2019 for the Committee's further review before submission of the same to the Incorporated Management Committee of CCSC for approval.

12. ANY OTHER BUSINESS

It was resolved that Mr. YUEN Tze Lam ("Mr. YUEN") be and was hereby appointed as the treasurer of the Fund. The Chairperson, on behalf of the Committee, expressed his sincere gratitude to Mr. YUEN.

13. DATE, TIME AND VENUE OF THE NEXT MEETING OF THE FUND

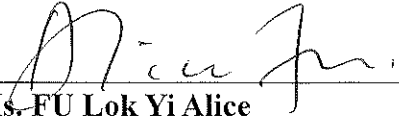
The Chairperson proposed to convene the next meeting of the Fund in April 2020. His said proposal was duly noted and confirmed by the Committee.

14. ADJOURNMENT OF THIS MEETING

There being no other business, the Chairman declared this Meeting closed and expressed his appreciation to the attendees present at this Meeting.


(Signature page to follow)

Respectfully Submitted by



Ms. FU Lok Yi Alice
Secretary

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



Mr. TSOI Sze Yeung Simon
Chairperson

Schedule

Members Present

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

In Attendance

Mr. NG Ho Bun (Panel Head of Liberal Studies)
Mr. WONG Man Kei (Parent Manager)
Mr. WONG Siu Man (Moral & Civic Education Coordinator)
Ms. YEUNG Pan Ki Peggy (PTA Chairperson)
Mr. YUEN Tze Lam (IMC Manager)

Members/Permanent Honorary Advisors Absent with Apology

Mr. CHAN Chuen Wing (Committee Member)
Mr. CHEUNG Kui Tong Raymond (Permanent Honorary Advisor)
Mr. FUNG Ka Shing (Committee Member)
Ms. NG Pong Wai Brenda (Alumni Manager)
Mr. TSOI Sheung Kai (Permanent Honorary Advisor)
Miss LAU Lok Yung (Chairperson of Students' Association)