

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

**MINUTES OF THE 19TH MEETING OF THE COMMITTEE HELD AT 10:20
A.M. TO 12:00 NOON ON 19 JUNE 2021 BY WAY OF ZOOM CONFERENCE**

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

1. WELCOME AND INTRODUCTION BY THE CHAIRPERSON

Mr. TSOI Sze Yeung Simon, the Chairperson (the “**Chairperson**”) of Cheung Chuk Shan College Alumni Foundation Fund (the “**Fund**”), welcomed and expressed his gratitude to all attendees of the 19th meeting (this “**Meeting**”) of the Committee.

2. ROLL CALL OF ATTENDANCE

Roll call was taken at 10:20 a.m.

3. TO RECEIVE AND ADOPT THE AGENDA OF THIS MEETING

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

4. TO CONFIRM THE MINUTES OF THE 18TH MEETING OF THE COMMITTEE HELD ON 8 MAY 2021

Mr. Dixon CO proposed to approve, confirm and rectify the minutes of the 18th Meeting (the “**18th Meeting**”) of the Committee (a copy of which is enclosed and reproduced as Appendix 2). Seconded by Mr. KOO Fong Ngai Benny and there being no objection, the said minutes of the 18th Meeting be and were approved, confirmed and rectified.

5. TO DISCUSS THE MATTERS ARISING FROM THE 18TH MEETING

Please refer to paragraph 6 of these minutes for details.

6. TO DISCUSS THE ELECTION REGULATION

Full set of the draft regulation (the “**Election Regulations**”) in respect of upcoming election of the Committee (a copy of which is enclosed and reproduced as Appendix 3) was provided to, and reviewed and considered by the Committee.

Mr. AU Chun Keung, the Principal of the School (the “**Principal**”) advised that the chairperson of the Incorporated Management Committee of Cheung Chuk Shan College had expressed delight with taking up the advisory and supervisory

roles of the election committee (the “**Election Committee**”) of the Fund.

Mr. Dixon CO drew the attention of the Committee to section 3 of the draft Election Regulations in respect of the nomination period for the future Committee member election. After due and careful consideration, it was resolved that the length of the said nomination period shall be of not less than 28 days during which nomination of candidates may be accepted.

In respect of the nomination arrangement, Mr. CHAN Chuen Wing (“**Mr. Kevin CHAN**”) proposed, and it was resolved, that the Election Regulations shall be amended to specify that candidate who runs for the Committee member election shall email the nomination form(s) which he or she has secured to the Election Committee for verification purpose and copy the same to his or her respective nominators. In such connection, the Chairperson requested Cheung Chuk Shan College to create an email address for the Fund specifically for such purpose.

Mr. Kevin CHAN proposed, and it was resolved, that the Election Committee shall, no later than 21 days after the close of the Nomination Period, by notice to all Alumni publish the promotion material of the candidate submitted under Regulation 4.4. The promotion material of all the candidates shall be published at the same time.

Mr. Dixon CO drew the attention of the Committee further to sections 5.12 and 5.13 of the draft Election Regulations. Mr. Kevin CHAN proposed, and it was resolved, that (i) the announcement of results of the Committee member election shall be released within 72 hours after the end of the counting of the ballots; and (ii) any objections to the said results shall be raised no later than 72 hours after the notice of the said announcement; and that sections 5.12 and 5.13 of the draft Election Regulations shall be amended where appropriate to reflect the foregoing resolutions.

The Committee had a further discussion on the arrangement of re-election, if required. It was resolved that the draft Election Regulations shall be amended to reflect the outcome of the said discussion.

The Chairperson invited the Committee members to provide their comments on the draft Election Regulations, if any, by 27 June 2021.

7. TO DISCUSS THE MANAGEMENT AND ADMINISTRATION OF THE ALUMNI FOUNDATION FUND FOR THE SCHOOL YEAR 2020 - 2021

The Chairperson advised that the Fund may seek assistance from the Old Students’ Association where appropriate in respect of the administration of the election of the Committee.

8. TO FIX THE DATE, TIME AND VENUE OF THE NEXT MEETING

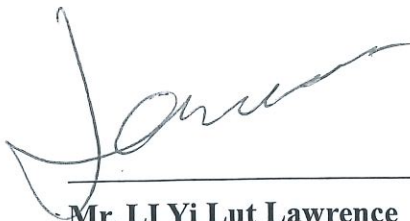
The Chairperson proposed to convene the next meeting of the Committee tentatively at 10:00 a.m. on 17 July 2021 by way of Zoom conference. His said proposal be and was duly noted and confirmed.

9. ADJOURNMENT OF THE MEETING

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

(Signature page to follow)

Respectfully Submitted by

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Mr. LI Yi Lut Lawrence

Substitute Secretary

Approved by

for and on behalf of

Cheung Chuk Shan College

Alumni Foundation Fund Management Committee

A handwritten signature in black ink, appearing to read 'Simon', written over a horizontal line.

Mr. TSOI Sze Yeung Simon

Chairperson

Schedule

Ex-officio and Ordinary Members Present

Mr. TSOI Sze Yeung Simon (Chairperson)
Mr. AU Chun Keung (Principal of the School)
Ms. NG Yuen Han Anita (Vice Chairperson)
Ms. NG Pong Wai Brenda (Alumni Manager)
Ms. TUNG Ling Chi (Chairperson of the Old Students' Association of the School)
Mr. CHAN Chuen Wing (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)

In Attendance

Mr. YUEN Tze Lam (IMC Manager)
Ms. YEUNG Pan Ki Peggy (Parent Manager)

Members/Advisors Absent with Apology

Mr. CHEUNG Kui Tong Raymond (Advisor)
Mr. TSOI Sheung Kai (Advisor)
Mr. AU YEUNG Yick Fung Bernard (Secretary)
Mr. CHAN Hau Wing Wilson (Committee Member)
Mr. FUNG Ka Shing (Committee Member)