

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

**MINUTES OF THE FIRST MANAGEMENT MEETING OF THE
COMMITTEE FOR THE SCHOOL YEAR 2021-2022 HELD AT ZOOM AT
10:10 A.M. ON 13 NOVEMBER 2021**

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, the Chairperson (the “**Chairperson**”) of Cheung Chuk Shan College (the “**School**”) Alumni Foundation Fund (the “**Fund**”), welcomed and expressed his gratitude to all attendees of the 1st management meeting (this “**Meeting**”) of the Committee.

2. ROLL CALL OF ATTENDANCE

Roll call was taken at 10:10 a.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 (a copy of which is enclosed and reproduced as Appendix 1); and
- (2) Minutes of the Annual Meeting 2021-2022 (the “**Annual Meeting**”) of the Fund (a copy of which is enclosed and reproduced as Appendix 2).

4. TO RECEIVE AND ADOPT THE AGENDA OF THE MEETING

Mr. KWOK Chun Chai Johnny (“**Mr. Johnny KWOK**”) proposed to adopt and approve the agenda of this Meeting (Appendix 1). Seconded by Ms. NG Yuen Han Anita (“**Ms. Anita NG**”) and there being no objection, the said agenda of this Meeting was adopted and approved.

5. MINUTES OF THE ANNUAL MEETING OF 25 SEPTEMBER 2021

Mr. Johnny KWOK proposed to approve, confirm and rectify the minutes of the Annual Meeting (Appendix 2). Seconded by Ms. Anita NG and there being no objection, the said minutes of the Annual Meeting were approved, confirmed and rectified.

6. MATTERS ARISING FROM THE ANNUAL MEETING

The Chairperson reminded the Committee that the position of treasurer remains to be vacant and candidate therefore shall be proposed and discussed.

Regarding the nomination and proposed appointment of advisors of the Fund, the Chairperson reported to the Committee that:-

- (1) Mr. CHEUNG Kui Tong Raymond and Mr. YUEN Tze Lam had agreed to accept such nomination;
- (2) Mr. TSOI Sheung Kai declined the nomination as he wishes to pursue his other person businesses; and
- (3) The Chairperson will continue to communicate with Mr. HUI Tin Fook David on the proposed nomination.

7. PROMOTION OF THE FUND

In respect of the promotion of the Fund, the Chairperson reported to the Committee that he had had a preliminary discussion with Ms. Anita NG and had come up with the following proposals:-

- (1) to organise a fun fair in June 2022;
- (2) to update its website content to enable the viewers to know better the work of the Fund; and
- (3) to invite the current students of the School to assist and participate in the promotion activities of the Fund.

Mr. C.K. AU (the “Principal”), responded that it would be more convenient to hold the fun fair in the week of 11 July 2022 in view that the school year should have come to an end and that the Students’ Association of the School might assist by then. The Principal further shared with the Committee the experiences in organising and holding events amid the spread of COVID-19 and fulfilment of the prevention measures and arrangements in relation thereto.

Both Ms Anita Ng and Ms. NG Pong Wai Brenda held that it was necessary for the Fund to create an Instagram page and a Facebook page for promotion so as to reach the alumni more easily.

8. ANY OTHER BUSINESS

The Principal reported to the Committee that two Graduation Days be held in the school year of 2021/22 and therefore extra cost of approximately HK\$10,000 on prizes will be incurred.

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

The Chairperson proposed to convene the next meeting of the Fund on 8 January 2022 in the format of Zoom. His said proposal was duly noted and confirmed by the Committee.

10. ADJOURNMENT OF THIS 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

Mr. LI Yi Lut Lawrence
Acting 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)
Ms. NG Yuen Han Anita (Vice Chairperson)
Mr. CHAN Hau Wing Wilson (Committee Member)
Mr. KWOK Chun Chai Johnny (Committee Member)
Mr. LI Yi Lut Lawrence (Committee Member)
Mr. LAU Kam Chuen (Committee Member)
Ms. YEUNG Pan Ki Peggy (Committee Member)
Mr. AU Chun Keung (School Principal)
Ms. NG Pong Wai Brenda (Alumni Manager)
Ms. TUNG Ling Chi Linda (OSA Chairperson)

In Attendance

Mr. YUEN Tze Lam (IMC Manager)

Members/Permanent Honorary Advisors Absent with Apology

Mr. CHAN Tsz Hang Roy (Secretary)
Ms. CHAN Suet Mui (Committee Member)
Mr. KOO Fong Ngai Benny (Committee Member)