

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

**MINUTES OF THE FIFTH MANAGEMENT MEETING OF THE  
COMMITTEE FOR THE SCHOOL YEAR 2021-2022 HELD AT ZOOM AT  
10:00 A.M. ON 11 JUNE 2022**

**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 Mr. TUNG Tin Henry (“**Mr. Henry TUNG**”), the new Alumni Manager, and all attendees of the 5<sup>th</sup> management meeting (this “**Meeting**”) of the Committee.

**2. ROLL CALL OF ATTENDANCE**

Roll call was taken at 10:00 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; and

(2) Minutes of the 4<sup>th</sup> Management Meeting 2021-2022 (the “**4<sup>th</sup> Meeting**”) of the Fund.

**4. TO RECEIVE AND ADOPT THE AGENDA OF THE MEETING**

Mr. LI Yi Lut Lawrence (“**Mr. Lawrence LI**”) proposed to adopt and approve the agenda of this Meeting (Appendix 1), seconded by Mr. KOO Fong Ngai Benny (“**Mr. Benny KOO**”). There being no objection, the said agenda of this Meeting was adopted and approved.

**5. MINUTES OF THE 4<sup>th</sup> MANAGEMENT MEETING OF 30 APRIL 2022**

Mr. Benny KOO proposed to approve, confirm and rectify the minutes of the 4<sup>th</sup> Meeting (Appendix 2). Seconded by Ms. NG Yuen Han Anita (“**Ms. Anita NG**”) and there being no objection, the said minutes of the 4<sup>th</sup> Meeting was approved, confirmed and rectified.

**6. MATTERS ARISING FROM THE LAST MEETING**

The Chairperson proposed that the discussion of points 5 and 6 in the Agenda could be combined and it was duly noted and confirmed by the Committee.

Regarding the issues discussed in the previous meeting, the Chairperson reported to the Committee that:

- (1) The exact date for the election will be confirmed in late June by the Old Students' Association (the "OSA") and the proposed date is 10 September 2022. The detail arrangements can be found in the working scheduled sent;
- (2) According to the By-law, those four members with the highest seniority had to retire. Since all the members started their tenure in September 2021, lot drawing will be used to determine the ones to retire in the next meeting. Some of the remaining members can thus take up the role of election committee member;
- (3) If the number of candidates is smaller than or equal to the number of seats available, all the candidates shall become the ordinary committee members, according to the By-law.

As for the promotion of the Fund, the Chairperson reported that:

- (1) Three videos related to the activities held or sponsored by the Fund were produced and they will be sent to him once editing is finished;
- (2) The use of Facebook and Instagram will be further discussed;

Mr. Henry TUNG shared his experience of promoting the OSA through Facebook and Instagram.

The Chairperson concluded that the committee would continue discussing the use of online platform for the Fund.

As for the Graduation Day on 2 July 2022, the Committee discussed the personal data collection, souvenirs for S.6 graduates, and different ways to advertise the Fund in the event.

Mr. AU Chun Keung ("Mr. C.K. AU") updated that most of the graduate students had signed an agreement to share the basic information with the OSA and the FUND and thus the Fund should reallocate the resources on the Alumni Fun Day to encourage other alumni to provide their personal data. He also suggested the FUND can use the Graduation Day as a platform to introduce itself to the new alumni.

Ms. TUNG Ling Chi Linda ("**Ms. Linda TUNG**") expressed that election is an effective way for collecting Alumni personal data and the OSA will continue to build up a system for data consolidation.

Mr. C.K. AU explained the detail arrangement of the time capsule ceremony on the Graduation Day.

Mr. YUEN Tze Lam ("Mr. T.L. YUEN") suggested that the Chairperson can give a speech to promote the Fund in the Graduation ceremony.

The Chairperson agreed and suggested using the video to introduce the Fund to the graduates.

**7. ANY OTHER BUSINESS**

There is no any other business.

**8. DATE, TIME AND VENUE OF THE NEXT MEETING OF THE FUND**

The Chairperson proposed to convene the next meeting of the Fund on 9 July 2022 in the format of Zoom. His said proposal was duly noted and confirmed by the Committee.

**9. 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)*

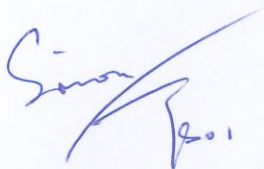
**Respectfully Submitted by**

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**Mr. Chan Tsz Hang**  
Secretary

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

**Mr. TSOI Sze Yeung Simon**  
Chairperson

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## **Schedule**

### **Members Present**

Mr. TSOI Sze Yeung Simon (Chairperson)  
Ms. NG Yuen Han Anita (Vice Chairperson)  
Mr. KOO Fong Ngai Benny (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)  
Mr. TUNG Tin Henry (Alumni Manager)  
Ms. TUNG Ling Chi Linda (OSA Chairperson)  
Mr. CHAN Tsz Hang Roy (Secretary)

### **In Attendance**

Mr. YUEN Tze Lam (IMC Manager)  
Mr. HUI Tin Fook David (Advisor)  
Ms. NG Pong Wai Brenda (Former Alumni Manager)

### **Members/Permanent Honorary Advisors Absent with Apology**

Mr. CHAN Hau Wing Wilson (Committee Member)  
Mr. CHEUNG Kui Tong Raymond (Advisor)