

The University of Warwick and The Hong Kong Polytechnic University Manufacturing Alumni Association Limited

英國華威大學及香港理工大學製造工程系舊生會有限公司

Minutes of Annual General Meeting (2018)

Date:

9 December 2018 (Sunday)

Time:

18:00 - 18:30

Venue:

Choi Fook Banquet Restaurant (彩福皇宴),13/F, Auto Place, 65 Mody Road,

Tsimshatsui East, Kowloon, Hong Kong

Attendees:

Please refer to attached attendance list

According to Article 18 of Memorandum & Articles of Association, President Raymond Kwong ("the President") presided as Chairman of the meeting.

Item	Description
1	Quorum
	It was noted that the necessary quorum was present; therefore it was declared that the meeting was validly constituted and convened.
2	To receive and adopt Annual Report 2018 of the Executive Committee
2.1	The President presented the Annual Report 2018 of the Executive Committee (please refer to Attachment I).
2.2	Ms. Jane Wong proposed to approve the Annual Report 2018. Mr. Vincent Fung seconded the motion. The resolution was passed.
3	To receive and adopt the Audited Financial Statements and Auditor's Report for the year ended March 31, 2018
3.1	The President presented the Audited Financial Statements and Auditor's Report for the year ended March 31, 2018 (please refer to Attachment II).
3.2	Ms. Frances Lui proposed to approve the Audited Financial Statements and Auditor's Report for the year ended March 31, 2018. Mr. Chan Cho Yee seconded the motion. The resolution was passed.
4	To elect Executive Committee members for 2019
4.1	8 valid nomination forms were received at the closing of nomination on 8 November 2018 for the election of the Executive Committee members for 2019.
4.2	The candidates of Executive Committee for 2019 were elected as follows:
	President - KWONG, Chu Ming Raymond
	Vice President - LUI, Oi Har FranceS
	Hon. Secretary - CHOI, Sau Fung Lornnie
	Hon. Treasurer - WONG, Wai Kuen Pedro



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Item	Description
	Ordinary Committee Member:
	FUNG, Wah Cheong Vincent
	MOK, Henry Wing Kai
	WANG, Ye (Abraham)
	YICK, Man Lung (Allen)
5	Resignation of Hon. Auditor, Lixin CPA Limited and to appoint Auditor, W.K. Pang & Co.
	Mr. Raymond Kwong proposed to appoint W.K. Pang & Co. as Auditor for 2019. Mr. Richard Tse seconded the motion. The resolution was passed.
6	To re-appoint Hon. Legal Advisor
	Ms. Jane Wong proposed to re-appoint Mr. Chan Yiu Chee of C.L. Chow & Macksion Chan, Solicitors as Hon. Legal Advisor for 2019. Mr. Allen Yick seconded the motion. The resolution was passed.
	There being no other business, the meeting closed at 18:30.

President

Raymond Kwong

Prepared by Honorary Secretary

Lornnie Choi

Attachments:

- (I) Annual report 2018 of the Executive Committee
- (II) Audited Financial Statements and Auditors Report for the year ended March 31, 2018
- (III) Attendance List