

**Tsuen Wan Government Secondary Technical School Alumni Association (TWTSAA)**  
**The 6<sup>th</sup> Executive Committee (ExCom) (2012 – 2014)**  
**Minutes of the Fourth meeting**

Date : 17 December 2012 (Monday)  
Time : 7:00 p.m.  
Venue : Room 305, 2/F, CCC Rotary Secondary School, Kowloon

Present	: Mr Tang Wing Hong	Chairman
	Mr Chau Ka Tak, Eric	Vice-Chairman (Internal)
	Ms Wong Hon Mui, Deborah	Secretary
	Ms Yau Wai Ha, Iris	Treasurer
	Mr Cheung Kwok Ying	Chairman (HUCMS)
	Mr Chan Chit Wai, Stephen	
	Mr Chiu Kim Kan	
	Mr Fan Ying Ming	
	Ms Fu Sau Lin, Cindy	
	Mr Mak Hoi Wah	

Absent with apologies:

Mr Chui Wai Sing	Vice-Chairman (External)
Mr Chan Kwan Yau, Nelson	
Mr Cheung Kwok Chung, Raymond	
Mr Lam Man Kwan	
Mr Leung Tung Sing, Christopher	

**1. Confirmation of the minutes of the last meeting**

The minutes of the 3rd meeting of the 6<sup>th</sup> ExCom held on 15 October 2012 were confirmed without amendment.

**2. Matters arising from the last meeting**

**2.1 Notification of change of address with Hang Seng Bank Limited**

The Secretary reported that the notification of change of address to Hang Seng Bank Limited had been done. Hang Seng Bank would send bank statements and advices to the new address at Riley House, Kwai Chung.

**2.1.2 Notification of change of address with the Licensing Office, Hong Kong Police Force**

Upon receipt of the bank statement with new address, the Secretary would proceed to notify the Hong Kong Police Force of the change of address. The bank statement would be used as an address proof document, which would be required by the Hong Kong Police.

**2.2 TWTSAA - E-Mail and website**

2.2.1 The Chairman reported that new software would be purchased to facilitate website updating.

2.2.2 It was decided that it would not be appropriate for Ms Winnie Chan to continue to assist in receiving e-mails for TWTSAA, as she was no longer an ExCom member. Ms Winnie Chan would be requested to release the TWTSAA e-mail account password to the Chairman.

## **2.3 New address of TWTSAA**

- 2.3.1 Ms. Iris Yau reported that a Post Office Box at Fanling had been allocated. The Post Box number would be 121 . The yearly rent would be HK . The Post Office Box would be used as TWTSAA correspondence address.
- 2.3.2 It was decided that the new registered office at Riley House and the correspondence address at PO Box would be used with immediate effect. A notification of the change of address would be posted to all members along with the publication of 荃情. The change of address would also be printed on the forthcoming publication of 荃情.

## **3. Treasurer's Report**

Ms Iris Yau presented the Treasurer's report as at 17 December 2012. The overall financial situation was healthy.

## **4. HUCMS Report**

Messrs Cheung Kwok Ying and Stephen Chan presented the HUCMS report, summarized as follows:

- 4.1 Shing Mun Reservoir Fund raising walk was held on 18 November. The event was successful. There were more than 60 participants. The donation exceeded HK\$
- 4.2 Grand opening of two schools would be held in December. The Chairman of ExCom and HUCMS would give speeches on the ceremony.

## **5. Setting up HUCMS as an independent charitable organization**

Further to the discussion in the last meeting, it was decided that an Extraordinary General Meeting ("EGM") would be held to confirm the proposal of setting up an independent charitable organization. The following items were discussed during the meeting:

### **5.1 Convening EGM**

According to the Constitution of the TWTSAA, the ExCom may convene an EGM at any time as and when required, i.e. same practice as convening an ExCom meeting. This was confirmed by Mr Mak Hoi Wah, who was one of the ExCom members engaged in preparing the Constitution when the TWTSAA was set up.

As all members present in the meeting agreed to convene an EGM, the Chairman announced that an EGM would be convened to discuss and approve the matters arising from the setting up of an independent charitable organization.

### **5.2 Date and Place of the EGM**

It was decided that the EGM to be held on 21 January 2013 at 7:30 p.m, at the following place:

Chao and Hak (潮客)  
306 Hollywood Plaza, Diamond Hill, Kowloon

### **5.3 Notice of convening EGM**

The notice of convening the EGM would be announced to members not less than 14 days before the EGM. The Chairman would issue a letter to TWTSAA members informing the EGM. The letters would be posted to members no later than 8 January 2013. A proxy form would also be enclosed in the letter. Mr Stephen Chan would arrange for mailing of the notification letters.

#### 5.4 Memorandum and Articles of Association (“M & A”)

It was confirmed and agreed that the ExCom would not be responsible for the contents of the M & A of the new organization. Legal and compliance formality would remain at the responsibilities of HUCMS. ExCom would only be responsible for the approval of the proposal of setting up the organization.

#### 6. Report from Recreation and Publication/IT subcommittees

- 6.1 The Chairman reported with regret that due to unforeseen problem, the printing of 荃情 was delayed and hence distribution of 荃情 was not on schedule. He had arranged with another printing company and estimated the work could be completed on 18 December, and the 荃情 be delivered to Mr Stephen Chan’s office for distribution on the same day.
- 6.2 “有定堂” had requested the ExCom to assist with sending 600 pieces of 2013 calendar to the TWTSAA members. It was agreed that these calendars would be sent along with the 荃情. Each of the local members would receive one piece. On Mr 鄭幹生 dinner event on 11 November, “有定堂” had given out about 60 pieces of calendars, to be distributed to Australia. So posting calendars to overseas members would not be necessary. “有定堂” had paid the relevant postage to the ExCom.
- 6.3 Ms. Cindy Fu suggested that a draft of the 荃情 should be sent to all ExCom for review and comments before 荃情 was published and released.

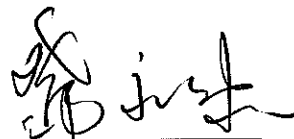
#### 7. Any Other Business

- 7.1 簡國材老師畫展 would be held at the City Hall, Hong Kong on 10 January, 2013. Mr K K Chiu would arrange flower banquet to the venue.
- 7.2 TWTSAA membership fee

Some members were confused with the membership fee payable period. It was clarified that the annual membership fee would be payable immediately after the ExCom Annual General Meeting (AGM). Membership fee cover the following 12 month period until the next AGM.

#### 8. Date of Next Meeting

The next meeting would be held at Room 305, 2/F, CCC Rotary Secondary School, Kowloon on 25 February 2013 (Monday) at 7:00 pm.



Tang Wing Hong  
(Chairman)

Appendix – Treasurer’s Report

Distribution:  
All ExCom members (by e-mail)  
Mr Hung Tam Yuen (by e-mail)