

Tsuen Wan Government Secondary Technical School Alumni Association (TWTSAA)
The 9th Executive Committee (ExCom) (2018 – 2020)
Minutes of the fifth Meeting

Date : 19 February 2019 (Tuesday)
Time : 8:30 p.m.
Venue : Kam Tin Tsz Tong Tsuen 錦田祠堂村

Present	: Mr Chau Ka Tak, Eric	Chairman
	Mr Cheung Kwok Ying	Vice-Chairman (Internal)
	Ms Wong Hon Mui, Deborah	Secretary
	Ms Yau Wai Ha, Iris	Treasurer
	Mr Tang Wing Hong	Co-ordinator HMS / TWTSAAACF
	Mr Chan Chit Wai, Stephen	
	Mr Leung Sheung Ming	
	Mr Leung Tung Sing, Christopher	
	Ms Yau Siu Mei Sophia	

Absent with apologies:

Mr Chui Wai Sing	Vice-Chairman (External)
Mr Chan Kwan Yau, Nelson	
Mr Chan Sing, Nelson	
Mr Chiu Kim Kan	
Ms Kwok Fung Ling Catherine	
Mr Mak Hoi Wah	

1. Quorum and Chairman

It was noted that a quorum of members was present and the meeting was therefore duly convened and constituted. Mr Chau Ka Tak, Eric took the chair of the meeting.

2. Confirmation of the minutes of the last meeting

The minutes of the fourth meeting of the 9th ExCom held on 10 December 2018 were confirmed without amendments.

3. Matters arising from the last meeting

Mr Tang Wing Hong had been requested to prepare the TWTSAAACF Chairman's report, to be inserted in the 2018 AGM minutes during the last meeting. It was noted that the matter was still outstanding. Mr Tang had been requested to complete it as soon as possible.

4. Treasurer's Report

Ms Yau Wai Ha, Iris reported that the bank balance as of 19 February 2019 was HK\$31,730.60, overall financial situation was healthy.

Ms Yau reported that Hang Seng Bank had sent letters to TWTSAA in connection with compliance of regulations and formalities. Unfortunately we had not replied to Hang Seng Bank in time and got final notice from Hang Seng Bank that our bank accounts would be frozen if we could not reply by 30 January 2019. Ms Yau managed to provide the requested documents to Hang Seng Bank before the deadline. Hang Seng Bank was in the progress of assessment and our bank accounts were in normal operating status.

Hang Seng Bank's letters were not attended in a timely manner. The delay was possibly due to late attendance of incoming letters. Mr Chan Chit Wai, Stephen had now been authorized to open all incoming letters addressed to TWTSAA, so that we would know the contents of the letters and the matters could be handled by the responsible members promptly.

5. Messages from TW TSAACF

Mr Cheung Kwok Ying passed the following messages to ExCom members for information:

- 5.1** The PRC Easter trip to Huaiji secondary school would be held on 19 to 21 April 2019. It would be a combination of one-day school visit and two-day pleasure trip. Mr Cheung invited ExCom members to join the trip.
- 5.2** Huaiji secondary school had referred five applications for sponsorship of student school fee in this school term. After assessment, HMS accepted four students. Currently there were more than 40 sponsored students.
- 5.3** TW TSAACF signed a memorandum of agreement for reconstruction project of 懷集洽水鎮谿村小學多用途教學樓 in December 2018. The first payment of HK\$300,000 had been paid. Mr Cheung reported that TW TSAACF was only acting as a media agency for and on behalf of a company 頂展投資公司. The company was very keen to do charity work in the PRC but could not do so without an agency. TW TSAACF rendered assistance towards this matter.

6. Report from Recreation and Publication/IT subcommittees

6.1 Recreation

It has been agreed that ExCom would co-organise the PRC Easter trip.

6.2 IT matters

There was no matter to report for this meeting.

6.3 Publication (荃情)

Mr Chau Ka Tak, Eric reported that the 荃情 had been posted in website. 15 hard copies of 荃情 had been delivered to alumni without any returned undeliverable. Mr Chau raised if we should review whether hard copies should still be mailed out. As there was no consensus, the matter would be discussed at the next meeting in April 2019 when more members were present.

Members were interested to know the number of people who had browsed our website. Mr Chan Sing, Nelson had been requested to find out and report to members.

7. Planning for 2019 AGM

- 7.1** Ms Wong Hon Mui, Deborah had prepared draft 2019 AGM notice. It was discussed that the live band entertainment would be announced in AGM notice. Upon approval of the draft notice, Mr Chan Chit Wai, Stephen would arrange for printing and mailing. The mailing would be by end of March 2019. Ms Yau Wai Ha, Iris would send out SMS messages to alumni and teachers.

Ms Wong Hon Mui, Deborah had prepared draft 2019 AGM agenda. In addition to the routine items, the appointment of 馬楚明先生 as ExCom member would also be proposed in the 2019 AGM agenda.

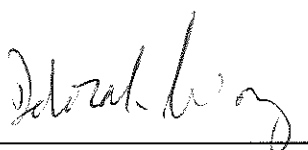
- 7.2 Mr Chau Ka Tak, Eric would prepare the ExCom Chairman's report. Mr Tang Wing Hong would prepare the TW TSAACF Chairman's report. Ms Yau Wai Ha, Iris would prepare the Treasurer's report.
- 7.3 Mr Tang Wing Hong had been requested to prepare the Banner, Trophies for 顧問及名譽會長.
- 7.4 Mr Chan Sing, Nelson and Ms Yau Siu Mei, Sophia were appointed as Master of ceremony. They would prepare the run down list.
- 7.5 Mr Cheung Kwok Ying would liaise with Ms Daisy Kwong and Ms Joyce Chan, see if they would be willing to act as photographers at the AGM.
- 7.6 Live band – Mr Chan Chit Wai, Stephen had paid deposit to Unplug Band Pair. We would request them to provide a list of songs for our selection.
- 7.7 The ExCom working lunch would be held on 27 April 2019 at 12:30 p.m. at Yau Yat Chuen Club.

8. Any Other Business

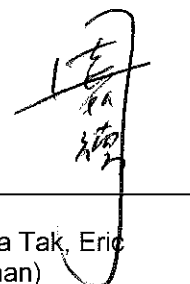
- 8.1 There were many T – shirt stock. ExCom would consider giving out as souvenir to alumni. The matter would be discussed in the next meeting.
- 8.2 Next meeting would be held on 8 April 2019 (Monday) at 荃灣常滿酒家.

(Post-meeting Note: The next meeting was re-scheduled for 30 March 2019 (Saturday) at 九龍西洋菜街北警察體育遊樂會西餐廳.

There being no further business, the Chairman declared the meeting closed.



Wong Hon Mui, Deborah
(Secretary)



Chau Ka Tak, Eric
(Chairman)

Distribution:

All ExCom members (by e-mail)
Mr Hung Tam Yuen (by e-mail)
Ms Fu Sau Lin Cindy (by e-mail)