

## **Minutes of the Tenth Annual General Meeting in 2016/17**

### **St. Paul's Convent School Parent-Teacher Association**

**Date :** 22<sup>nd</sup> October 2016 (Saturday)

**Time:** 2:00 p.m. – 4:15 pm

**Venue:** SPCS School Hall

**Attendance:** School Principal / PTA Advisor: Sister Margaret WONG

Ex-officio Members of PTA: Jenny WONG, Chin CHOW, Y K YAM, Lydia KO

Ordinary Members of PTA : Timothy NGAN, Joanna CHIU, Catherine TAM, Ada CHAN, Lorna WONG, Sarah CHAN, Jenny WU, Mabel LEUNG, Johnny YEUNG, Antony CHUNG

246 parents

Guests: Ms. Gigi MAK (Honorary Legal Adviser), Ms. Rebecca CHAN(Ex-PTA Chairperson), Mrs. Lilian HUI(Ex-PTA Chairperson) and Mr. Alfred Cheung Kin-ting (Guest Speaker)

**Absent with apologies : Mr. Freddie TANG**

**(I) Welcome Speech by MC**

1. Masters of Ceremony Mr. Iceman LEUNG and Ms. Lorna WONG started the meeting and welcomed School Principal and PTA Advisor Rev. Sister Margaret WONG, our honorable legal advisor Ms. Gigi MAK, guest speaker Mr. Alfred Cheung Kin-ting and all the members to the AGM.

**(II) Confirmation of the Minutes of the last AGM**

2. The MCs reminded the members that a copy of the minutes of the 9th AGM, the Chairman's Report and the audited Financial Report in 2015/16 had been uploaded to the PTA website for members' information and the hard copies were posted on the display board at the back of the school hall for members' perusal.

- (III)**
3. As no amendment was proposed, the minutes of the 9th AGM held on 10<sup>th</sup> October, 2015, motioned by Ms. Oriana LEUNG, parent of Ailsa LEUNG (F3T), and seconded by Mr. Victor NG, parent of Sherleen NG (F2S), was carried.

A copy of the minute is attached at **Annex 'A'**.

**(VI) Annual Report from PTA Chairperson**

4. Chairperson Mr. Timothy NGAN summarized the activities organized by the PTA in 2015/16. He thanked the Executive Committee, Parent Volunteers and the School for their commitment, advice and support for the SPCS PTA in the past year. He urged the members to actively participate in the events to be held by the PTA in the forthcoming year. He mentioned that he could not continue to re-elect as PTA ExCo member in 2016/17 due to family issue. The report, motioned by Ms. Loretta CHAN, parent of Andrea CHAN (F.3S) and seconded by Ms. Wendy NGAI, parent of Victoria LEUNG (F.1U) was carried.

A copy of the full report is attached at **Annex 'B'**.

**(V) Report from PTA Treasurer**

5. Treasurer Ms. Ada CHAN reported that the financial status of the PTA was robust and sound. As at 31 August 2016 the surplus for the year was HK\$18,242.85, Cash at Banks and in hand was HK\$881,300.05, Accounts payable and accrual was HK\$726,716.40, Members' Fund was HK\$154,583.65. Motioned by Ms. Mabel LO, parent of Audrey LO (F.2P), and seconded by Ms. Connie TANG, parent of Constance LEE (F.5T), the report was carried.

The salient points of treasurer report was briefly presented to the members. The full audit accounting reports prepared by Lee, Sek, Chiu & Hui, Certified Public Accountants, were posted up in the form of Annex C.

**(VI) Appointment of Auditor and Honorary Legal Advisor in 2016/17**

6. The MCs announced that Miss Gigi MAK would continue to serve the PTA as the Honorary Legal Advisor for 2016/17. Motioned by Mrs. MOK, parent of Odile MAK (F4P) and seconded by Ms. Cynthia LAU, parent of Anson TO (F2T), the appointment was carried.

The MCs announced that Lee, Sek, Chiu & Hui, Certified Public Accountants would continue to serve the PTA as the Auditor for 2016/17. Motioned by Ms. Angela FONG, parent of Margaret CHOW (F2U) and



seconded by Ms. Pinky KO, parent of Kylie NG (F3T), the appointment was carried.

**(VII) Formation of 2016/17 PTA ExCo**

7. Per PTA Constitution amended in 2014/15, there are 6 parent members bearing a 2-year term who would continue their service in 2016/17, they are Ms. Jenny WU, Ms. Lorna WONG, Ms. Mabel LEUNG, Ms. Sarah CHAN, Mr. Freddie TANG and Mr. Johnny YEUNG. Mr. Antony CHUNG needed to re-elect in the PTA ExCo election in 2016/17. As there were only 6 parent members nominated for the PTA ExCo in 2016/17, which was less than the maximum positions in the PTA ExCo, the MCs announced that no election was required. All nominated members would automatically become the PTA ExCo members in 2016/17. Motioned by Ms. Karen KO, parent of Ginny WU (F5T) and seconded by Ms. May HOU, parent of Rachel HAU (F2L), the ExCo team formation was carried.

**(VIII) Speech by Special Speaker Mr. Alfred Cheung Kin-ting**

8. Our guest speaker, Mr. Alfred Cheung Kin-ting gave an inspiring speech titled "讓孩子聰明的十一種方法" to parent members.

**(IX) Letters of Appreciation and Handover to the new PTA ExCo**

9. In acknowledgement of the contribution and commitment of 2015/16 PTA, the Principal Sister Margaret presented the Certificates of Appreciation to the PTA ExCo members of last academic year.

Followed was the announcement of the ExCo members in 2016/17 by Rev. Sister Margaret Wong:

Chairlady :	Ms. Lorna WONG
Vice Chairpersons :	Mr. Iceman LEUNG Mrs. Jenny WONG (Ex-officio)
Treasurers :	Mr. Anthony CHUNG Mr T K YAM (Ex-officio)
Secretaries :	Ms. Mabel LEUNG Mrs. L KO (Ex-officio)
General Officers :	Ms. Sarah CHAN Ms. Dora CHENG Ms. Oriana LEUNG

Mr. Freddie TANG  
Ms. Jenny WU  
Mr. Johnny YEUNG  
Mr. Chin CHOW (Ex-officio)  
Mrs. M Arriaga (Ex-officio)

The MCs also announced that the Co-opt member Ms. Joanna CHIU, Mabel LO, and Ms. Amy KWAN would join in office.


To mark the occasion, a group photo was taken on the school stage.

- (X) **Close of the Meeting**  
10. The Annual General Meeting closed at 4:15 p.m. the same day.

Prepared by :

  
Mabel LEUNG  
(Secretary)

Confirmed by:

  
Lorna WONG  
(Chairlady)

Confirmed this Day of Nov 2, 2016

The 9<sup>TH</sup> AGM meeting minutes

Annex A

Chairman's 2015/16 Annual Report

Annex B

Treasurer's 2015/16 Annual Report

Annex C