



**ST PAUL'S CONVENT SCHOOL  
PARENT-TEACHER ASSOCIATION**

140 Leighton Road, Causeway bay, Hong Kong  
Website: <http://spcspta.org>

Advisor  
Sr. Margaret WONG (Principal)

Chairperson  
Mr. Timothy NGAN

Vice Chairperson  
Ms. Vanessa CHAN  
Mrs. Lydia KO (Vice Principal)

**Minutes of the Twelfth Annual General Meeting in 2018/19  
St. Paul's Convent School Parent-Teacher Association**

**Date:** 20<sup>th</sup> October 2018 (Saturday)  
**Time:** 2:00 p.m. – 5:00pm  
**Venue:** SPCS School Hall  
**Attendance:** School Principal / PTA Advisor: Rev. Sister Margaret WONG  
Ex-officio Members of PTA: Lydia KO, Janet LEE,  
Magdalene ARRIAGA, Chin CHOW, T. K. YAM

Ordinary Members of PTA: Iceman LEUNG, Vanessa CHAN,  
Loretta GO, Geoffrey CHO, Dora CHENG, May HAU, Candy LUK,  
Rudy MAN, Timothy NGAN, Freddie TANG, Johnny YEUNG, Jenny WU  
80 parents

Guests: Ms. Lorna WONG (Ex-PTA Chairlady)  
Mr. Sean LIN (Guest Speaker)

**Absent with apologies:** Phebe CHEUNG, Anthony CHUNG, Gigi MAK

**(I) Welcome Speech by MC**

1. Masters of Ceremony (MC) Ms. Vanessa CHAN and Mr. Rudy Man started the meeting and welcomed School Principal and PTA Advisor Rev. Sister Margaret WONG, our Ex-PTA Chairlady Ms. Lorna WONG, guest speaker Mr. Sean LIN and all the members to the AGM.

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

2. The MC reminded the members that a copy of the minutes of the 11th AGM, the Chairperson's Report and the Treasurer's Report in 2017/18 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 11th AGM held on 21<sup>st</sup> October, 2017, motioned by Mrs. May HAU, parent of Danielle HAU (F2P), and seconded by Ms. Zoie WONG, parent of Louise CHOW (F2A), was carried.

A copy of the minutes is attached at **Annex A**.



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

4. Chairperson Dr. Iceman LEUNG summarized the activities organized by the PTA in 2017/18. 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. The report, motioned by Mr. Geoffrey CHO, parent of Charmaine CHO (F2A) and seconded by Ms. Carman LI, parent of Grace WONG (F1U), was carried.

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

**(V) Report from PTA Treasurer**

5. Treasurer Ms. Loretta GO reported that the financial status of the PTA was robust and sound. As at 31<sup>st</sup> August, 2018, Members' Fund was HK\$154,845.89. Membership fee of HK\$41,400.00, Government Grants of HK\$5,372.00 and Other Income of HK\$19,116.32 were received during the year. Operating Expenses of HK\$47,655.90 were paid. Surplus for the year was HK\$18,232.42. Motioned by Mrs. Amy TAI, parent of Sherleen TAI (F4P) and seconded by Ms. Elizabeth CHAN, parent of Libbie FONG (F3P), the report was carried.

The salient points of treasurer report were briefly presented to the members. A copy of the Auditors' Report and the Financial Statements audited by Lee, Sek, Chiu & Hui, Certified Public Accountants is attached at **Annex C**.

**(VI) Appointment of Auditor and Honorary Legal Advisor in 2018/19**

- 6 The MCs announced that Lee, Sek, Chiu & Hui, Certified Public Accountants would continue to serve the PTA as the Auditor for 2018/19. Motioned by Mr. Freddie TANG, parent of Senorina TANG (F5S) and seconded by Ms. Iris LAU, parent of Laurice WU (F2S), the appointment was carried.

The MCs announced that Miss Gigi MAK would continue to serve the PTA as the Honorary Legal Advisor for 2018/19. Motioned by Ms. Candy LUK, parent of Priscilla CHOW (F2P) and seconded by Ms. Vanessa SO, parent of Rachel LAM (F2U), the appointment was carried.



**(VII) Report on Constitution Amendment from PTA Chairperson**

7. Chairperson Dr. Iceman LEUNG highlighted the amendments to Constitution regarding the addition of Honorary Members in Section 2.1.3 and minor amendments to eliminate potential ambiguity. Motioned by Ms. Helen MIU, parent of Chloe CHAN (F2U) and seconded by Ms. Ada YAU, parent of Hazel LIU (F2U), the Constitution amendment was carried for voting by the attended members in the AGM. The MCs announced the start of voting by asking the members to complete the voting forms (78 voting forms were distributed as 2 members attended AGM after the voting was completed). 75 voting forms were collected, all voted "For" the special resolution. The Constitution amendment was therefore passed by the special resolution of more than two-thirds of members present at the AGM.

**(VIII) Formation of 2018/19 PTA ExCo**

8. Dr. Iceman LEUNG and Ms. Dora CHENG needed to re-elect in the PTA ExCo election in 2018/19. There were 2 parent members nominated for the PTA ExCo in 2018/19 who were Ms. Candy LUK and Mr. Geoffrey CHO. As there were 2 parent members nominated for the PTA ExCo in 2018/19, which were less than the maximum positions in the PTA ExCo, the MC announced that no election was required. All nominated members would automatically become the PTA ExCo members in 2018/19. Motioned by Mrs. Oriana LEUNG, parent of Ailsa LEUNG (F5S) and seconded by Ms. Ibe HO, parent of Zoe WONG (F3L), the ExCo team formation was carried.

**(IX) Speech by Special Speaker Mr. Sean LIN**

9. Our guest speaker, Mr. Sean LIN (林景昇先生) gave an inspiring speech titled "現代家長的角色與子女相處之談判技巧" to parent members.

**(X) Certificates of Appreciation and Handover to the new PTA ExCo**

10. In acknowledgement of their contribution and commitment to PTA, Principal Sister Margaret presented the Certificates of Appreciation to the 2017/18 ExCo and Co-opt members.



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The announcement of the ExCo members in 2018/19 by Mrs. Lydia KO:

Chairperson:	Mr. Timothy NGAN
Vice Chairpersons:	Ms. Vanessa CHAN Mrs. Lydia KO (Ex-officio)
Treasurers:	Ms. Loretta GO Mr. T. K. YAM (Ex-officio)
Secretaries:	Mr. Geoffrey CHO Mrs. Janet LEE (Ex-officio)
General Officers:	Ms. Dora CHENG Mr. Chin CHOW (Ex-officio) Mrs. May HAU Dr. Iceman LEUNG Ms. Candy LUK Mr. Rudy MAN Mr. Freddie TANG Ms. Jenny WU Mr. Johnny YEUNG

New Chairperson Mr. Timothy NGAN was invited by MCs Ms. Vanessa CHAN to deliver a welcome speech.

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

**(XI) Close of the Meeting**

11. The Annual General Meeting closed at 5 p.m. the same day.

Prepared by:

\_\_\_\_\_  
**Geoffrey CHO**  
(Secretary)

Confirmed by:

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**Timothy NGAN**  
(Chairman)

Confirmed this Day of Nov 3, 2018



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The 11<sup>st</sup> AGM minutes

**Annex A**

Chairperson's Report 2017/18

**Annex B**

Treasurer's Report 2017/18

**Annex C**