



Minutes of the Thirteenth Annual General Meeting in 2019/20
St. Paul's Convent School Parent-Teacher Association

- Date:** 19th October 2019 (Saturday)
Time: 12:30pm – 2:00pm
Venue: SPCS G7
Attendance: School Principal / PTA Advisor: Rev. Sister Margaret WONG
Ex-officio Members of PTA: Lydia KO, Patricia LIU, Chin CHOW, T. K. YAM
Ordinary Members of PTA: Timothy NGAN, Geoffrey CHO,
Iceman LEUNG, Oriana LEUNG, Carman LI, Candy LUK, Rudy MAN,
Freddie TANG, Joanna TONG, Zoie WONG
74 Parents
Guests: Ms. Tina LIU (Guest Speaker)
Ms. Gigi MAK (Honorary Legal Advisor)

Absent with apologies:

Vanessa CHAN, May HAU

(I) Welcome Speech by MC

1. Masters of Ceremony (MC) Ms. Candy LUK and Dr. Iceman LEUNG started the meeting and welcomed School Ex-officio members and guest speaker Ms. Tina LIU and all the members to the AGM.

(II) Confirmation of the Minutes of the 12th AGM

2. The MC reminded the members that a copy of the minutes of the 12th AGM, the Chairperson's Report and the Treasurer's Report in 2018/19 had been uploaded to the PTA website for members' information and the hard copies were posted on the display board outside G7 for members' perusal.

3. As no amendment was proposed, the minutes of the 12th AGM held on 20th October, 2018, motioned by Mr. Rudy MAN, parent of Anessa MAN (F3S), and seconded by Ms. Phebe CHEUNG, parent of Zoe CHAN (F3T), was carried.

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

(VI) Annual Report from PTA Chairperson and Confirmation

4. Chairperson Mr. Timothy NGAN summarized the activities organized by the PTA in 2018/19. He thanked the Executive Committee, Parent Volunteers and the School for their commitment, advice and support to 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.



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

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

Advisor
Sr. Margaret WONG (Principal)

Chairperson
Mr. Timothy NGAN

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

The report, motioned by Ms. Maria HUI, parent of Vanessa CHAN (F2T) and seconded by Mrs. Oriana LEUNG, parent of Ailsa LEUNG (F6S), was carried.

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

(V) Report from PTA Treasurer and Confirmation

5. Treasurer Ms. Loretta GO reported that the financial status of the PTA was robust and sound. As at 31st August, 2019, Members' Fund was HK\$169,653.40. Membership fee of HK\$52,000.00, Government Grants and Other Income of HK\$15,081.76 were received during the year. Operating Expenses of HK\$52,274.25 were paid. Surplus for the year was HK\$14,807.51. Motioned by Ms. Doris KO, parent of Ruby SHEK (F4S) and seconded by Mrs. Mabel LO, parent of Audrey LO (F5T), 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) Confirmation of Appointing Auditor and Honorary Legal Advisor in 2019/20

- 6 The MC announced that Lee, Sek, Chiu & Hui, Certified Public Accountants would continue to serve the PTA as the Auditor for 2019/20. Motioned by Ms. Zoie WONG, parent of Louise CHOW (F3P) and seconded by Ms. Loretta GO, parent of Sarah CHOW (F5S), the appointment was carried.

The MCs announced that Miss Gigi MAK would continue to serve the PTA as the Honorary Legal Advisor for 2019/20. Motioned by Ms. Dora CHEUNG, parent of Tiffany CHOW (F6S) and seconded by Ms. Miranda NG, parent of Alison DAI (F3T), the appointment was carried.

(VII) Introduction of Executive Committee 2019/20 and Self-Introduction of Re-elected/New ExCo Members

7. Mr. Geoffrey CHO, Dr. Iceman LEUNG and Ms. Candy LUK continued to serve their 2nd year of current term. Ms. Vanessa CHAN, Mrs. May HAU, Mr. Rudy MAN, Mr. Timothy NGAN, and Mr. Freddie TANG needed to re-elect in the PTA ExCo election in 2019/20. There were 4 parent members nominated for the PTA ExCo in 2019/20 who were Ms. Oriana LEUNG, Ms. Carman LI, Ms. Joanna TONG, and Ms. Zoie WONG. As there were 4 parent members nominated for the PTA ExCo in 2019/20, 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 2019/20. Motioned by Ms. Iris LAU, parent of Laurice WU (F3T) and seconded by Ms. Phebe CHEUNG, parent of Zoe CHAN (F3T), the ExCo team formation was carried.

(VIII) 8. Presentation of Certificate of Appreciation to 2018/19 PTA ExCo, Co-Opt and Honorary Legal Advisor

In acknowledgement of their contribution and commitment to PTA, Principal Sister Margaret presented the Certificate of Appreciation to the 2018/19 ExCo, Co-opt members, and Honorary Legal Advisor.

(IX) 9. Speech by Guest Speaker Ms. Tina LIU

Our guest speaker, Ms. Tina LIU (劉天蘭) gave an encouraging and inspiring speech titled "A Better Parenting in this Digital Era" to parent members.

(X) 10. Announcement of 2019/20 Executive Committee

The announcement of the Executive Committee in 2019/20 by Mrs. Lydia KO:

Chairperson:	Mr. Timothy NGAN
Vice Chairpersons:	Ms. Vanessa CHAN Mrs. Lydia KO (Ex-officio)
Treasurers:	Ms. Zoie WONG Mr. T. K. YAM (Ex-officio)
Secretaries:	Mr. Geoffrey CHO Mrs. Patricia LIU (Ex-officio)
General Officers:	Mr. Chin CHOW (Ex-officio) Mrs. May HAU Dr. Iceman LEUNG Mrs. Oriana LEUNG Ms. Carman LI Ms. Candy LUK Mr. Rudy MAN Mr. Freddie TANG Ms. Joanna TONG

New Chairperson Mr. Timothy NGAN was invited by MC to deliver a welcome speech.

To mark the occasion, a group photo was taken in G6.



**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)

(XI) Close of the Meeting

11. The Annual General Meeting closed at 2:03 pm the same day.

Prepared by:

Geoffrey CHO
(Secretary)

Confirmed by:

Timothy NGAN
(Chairman)

Confirmed this Day of 31st October, 2019



**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)

The 12th AGM minutes

Annex A

Chairperson's Report 2018/19

Annex B

Treasurer's Report 2018/19

Annex C