



The 31st Annual General Meeting

Date: Wednesday 16th September 2020

Time: 19:00 – 19:30

Venue: James Kung Meeting Room, 2/F, HKAM Jockey Club Building, or via ZOOM (link and password for the meeting will be emailed to registrants)

Registration: Please complete the online form [here](#), or scan the QR code.

In order to facilitate the seating arrangement, prior registration is required.

For enquiries, please contact the College at office@hkca.edu.hk.



Remarks:

- *Due to the current pandemic and restriction on social gathering, legal advice was sought on the proceeding of Annual General Meeting. The Adviser was in the view that the court would be unlikely to consider distant communication by electronic means be regarded as attending the meeting "in person". Hence, a quorum of at least 12 members with voting right is required to present in person at the general meeting in accordance with our College's Memorandum and Articles (M&A 9.4). Fellows and members who wish to participate in discussion are advised to attend the meeting in person; and votes would be given in person or by proxy.*
 - *M&A [9.4] 'A quorum of Members present in person and having voting rights shall be present when a general meeting proceeds to business and no business shall be conducted unless a quorum be present. Save as herein otherwise provided, twelve such Members present in person shall constitute such a quorum.'*
- *The following precautionary measures would be in place at the venue.*
 - *Body temperature screening at the entrance of the venue.*
 - *Participants must put on their own surgical masks and rub their hands by using alcohol sanitiser-gel of their own or placed at the registration desk.*
 - *The distance between the seats is at least 1 metre, and be widened to the ideal 1.8 metres as far as possible.*
- *Proxy [M&A 11.1]*

The instrument appointing a proxy shall be in writing and shall be signed by the appointer or his attorney in any usual or common form or in any form which the Council may deem fit and shall be deposited at the Office not less than 48 hours before the time appointed for the meeting at which the person appointing such proxy proposes to vote.
- *Adverse weather arrangements*
 - *If Typhoon Signal No.8 or above is expected to be hoisted or a Black Rainstorm Warning Signal is expected to be in force **at any time between 5pm and 8pm on Wednesday 16th September 2020, the AGM will be postponed to Friday 18th September 2020 at 7pm.** The venue will remain unchanged.*
 - *If Typhoon Signal No.8 or above or a Black Rainstorm Warning Signal **is cancelled at or before 5pm on Wednesday 16th September 2020,** and where conditions permit, the AGM will be held as scheduled.*



Annual General Meeting Agenda

- AGM 31.01 To receive minutes of 30th AGM (Tuesday 20th August 2019)
- AGM 31.02 Matters Arising
- AGM 31.03 Report of the Council
- AGM 31.04 Reports of the Auditors
Income & Expenditure Accounts, Balance sheets
- AGM 31.05 Appointments and Fixing of Remuneration of Honorary Auditors
Appointment of WTMG Certified Public Accountants
- AGM 31.06 Special Businesses
- AGM 31.06.01 Nomination for Honorary Fellowship
1. Dr Meredith Craigie
 2. Dr Rodney Mitchell
 3. Dr Brendon Moore
- AGM 31.06.02 Recommendation and Approval of Annual Subscriptions for 2021

	The present fees are:	The recommendation:
Local Fellow	HK\$3,500	HK\$3,500
Local Member	HK\$1,750	HK\$1,750
Overseas Fellow	HK\$ 875	HK\$ 875
Overseas Member	HK\$ 438	HK\$ 438
Senior/Retired Member/Fellow	Waived	Waived

- AGM 31.07 Any Other Business
May only be tabled subject to prior written notice

Dr Simon Chan
Honorary Secretary
21st August 2020

Encl: Form for Appointing Proxy; Minutes of 30th AGM; Council Report; Honorary Treasurer's Report; Auditor's Report and Financial Statements, Background of the Nominees of the Nomination for Honorary Fellowship