



Minutes of the 17th Annual General Meeting in 2023/24 **St. Paul's Convent School Parent-Teacher Association**

Date: 28th October 2023 (Saturday)
Time: 2:30 p.m. – 4:30 p.m.
Venue: SPCS Room G7
Attendance: School Principal / PTA Advisor:
Rev. Sister Margaret WONG

Ex-officio Members of PTA:

Mrs. Lydia KO, Mr. T. K. YAM, Ms. Irene LUK

Ordinary Members of PTA:

Mrs. May HAU, Ms. Joanna LAM, Dr. Tony CHEONG, Ms. Jennifer LAM, Ms. Candy LUK, Ms. Athena CHONG, Dr. Bryan WONG, Ms. Carey TSUI, Dr. Joanne Chow OWYANG, Ms. May HO, Ms Bonnie CHAN, Ms. Maria HUI

62 members

Guests:

Ms. Gigi MAK (Honorary Legal Advisor)
Mrs. Zoie CHOW (Honorary Member)
Ms. Joanna TONG (Honorary Member)
Ms. Loretta GO (Honorary Member)
Mr. Johnny Yeung (Honorary Member)
Ms. Connie Leung (Honorary Member)
Mrs. Iris Chow (Honorary Member)
Mr. Ronald TONG (Guest Speaker)

Absence with apologies: Mrs Catherine Li

* Since the Secretary, Dr. Tony CHEONG was the Master of Ceremony (MC) of the meeting, the Chairperson appointed Ms. Joanna LAM to take the minutes for the 17th Annual General Meeting.

(I) Welcome Speech by MC

1. The two MCs, Ms. Athena CHONG and Dr. Tony CHEONG started the meeting and welcomed School's Ex-officio members, Honorary members and all the members to the AGM.

(II) Confirmation of the Minutes of the 16th AGM

2. The MC reminded the members that a copy of the minutes of the 16th AGM, the Chairman's Report and the Treasurer's Report in 22/23 have been uploaded to the PTA website for members' information and was also sent via email to those who confirmed attendance at AGM for members' perusal.



- (III)
3. As no amendment was proposed, the minutes of the 16th AGM held on 15th October, 2022, motioned by Ms. Carey TSUI, parent of Maeva Wong (F1L) and seconded by Ms. Faith CHOI, parent of Katelyn Choi (F2P), was carried.

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

- (VI)
4. **Annual Report from PTA Chairperson**
Chairperson Mrs. May HAU summarized the activities organized by the PTA in 2022/23. She thanked the Executive Committee, Parent Volunteers and the School for their commitment, advice and support for the SPCS PTA in the past year. She urged the members to actively participate in the events to be held by the PTA in the forthcoming year. The report, motioned by Ms Annette LAU, parent of Annika Chow (F1L) and seconded by Mr Stanley CHEUNG, parent of Felicie Marie Yolande Cheung (F2A), was carried.

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

- (V)
5. **Report from PTA Treasurer**
Treasurer Ms. Joanna LAM reported that the financial status of the PTA was robust and sound. As at 31st August, 2023, the total Membership fee amounted to HK\$101,500.00, the Government grants and other income amounted to HK\$22,481.00. Bank Interest Income was HK\$683.93 and the Operating Expenses was 36,315.32. Surplus for the year was HK\$88,349.61. Members' Fund was HK\$250,918.11 as at 1 September 2022 and it amounted to HK\$239,267.72 as at 31 Aug 2023. (There was an initial funding for seeding fund of 100,000.00). Motioned by Ms. Bonnie CHAN, parent of Hazel Wong (F5S) and seconded by Ms. May HO, parent of Mavis Sei (F4S), 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 Hong Kong is attached at **Annex C**.

- (VI)
6. **Confirmation of Appointment of Auditor and Honorary Legal Advisor in 2023/24**

The MCs announced that Lee, Sek, Chiu & Hui, Certified Public Accountants will continue to serve the PTA as the Auditor for 2023/24. Motioned by Ms. Karen LAW, parent of Madeline Po (F2L) and seconded by Ms. Jessica GUO, parent of Chen Siyi (F2S), the appointment was carried.

The MCs announced that Miss Gigi MAK will continue to serve the PTA as the Honorary Legal Advisor for 2023/24. Motioned by Mr. Stanley HO, parent of Hannah Ho (F1A) and seconded by Ms. Anne CHANG, parent of Nicole Oey(F1L), the appointment was carried.



(VII)
7. **Introduction of Executive Committee 2023/24 and Self-Introduction of New ExCo Members**

Ms. Joanna LAM, Ms Bonnie CHAN, Ms Carey TSUI, Dr Joanne Chow OWYANG and Dr. Bryan WONG had to be re-elected to the PTA ExCo 2023/24. 1 parent member, Ms Annette LAU, was nominated for the PTA ExCo 2023/24. As the total number of parents running for PTA ExCo in 2023/24 falls short of the maximum positions in the PTA ExCo, the MC announced that no election was required. All nominated members would automatically become PTA ExCo members in 2023/24. Motioned by Mr. Judy CHU, parent of Nicole Yeung (F2L) and seconded by Ms. Jovy YEUNG, parent of Mia Mak (F2S), the ExCo team formation was carried.

(VIII)
8. **Speech by Guest Speaker**

Our guest speaker, Mr. Ronald PONG gave a speech titled 資訊安全意識 - 日常生活中的網絡攻擊與防禦 to parent members.

Certificate of Appreciation was presented to Mr. Ronald PONG.

(IX)
9. **Certificates of Appreciation and Handover to the new PTA ExCo members in 2023/24**

In acknowledgement of their contribution and commitment to PTA, Principal Rev. Sister Margaret WONG presented the Certificate of Appreciation to 2022/23 ExCo and Co-opt members and announced the new ExCo members in 2023/24.

Chairperson:	Ms. Jennifer LAM
Vice Chairpersons:	Ms. Annette LAU Mrs. Lydia KO (Ex-officio)
Treasurers:	Ms. Joanna LAM Mr. T. K. YAM (Ex-officio)
Secretaries:	Dr. Tony CHEONG Mrs. Catherine LI (Ex-officio)
General Officers:	Mrs. Irene LUK (Ex-officio) Ms. Bonnie CHAN Ms. Athena CHONG Mr. Maria HUI Ms. May HO Ms. Candy LUK Dr. Joanne CHOW OWYANG Ms. Carey TSUI Dr. Bryan WONG

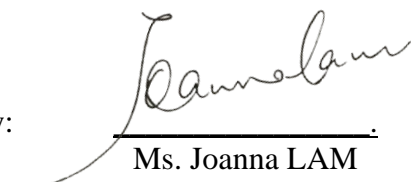
New Chairperson Ms. Jennifer LAM was invited by Rev. Sister Margaret Wong to deliver a welcome speech.



To mark the occasion, a group photo was taken in Room G7.


- (X) **Close of the Meeting**
10. The 17th Annual General Meeting closed at 4:30 p.m. the same day.

Prepared by:



Ms. Joanna LAM
(Treasurer)

Confirmed by:



Ms. Jennifer LAM
(Chairperson)

Attachments:

The 16th AGM minutes

Annex A

Chairman's Report 2022/23

Annex B

Treasurer's Report 2022/23

Annex C