



The HK College of Nursing and Health Care Management Ltd. (HKCNHCM)

Minutes of the 9th Annual General Meeting

Held on 17 September 2022 (Saturday) at 13:30am via online ZOOM

Present: A total of 20 members participated: -

Council Members:

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|-------------------------------|--------------------------|
| Ms. CHONG Yuen Chun Samantha | Immediate Past President |
| Dr. POON Wai Kwong | President |
| Ms. LEUNG Siu Kei Civy | Vice President |
| Ms. CHENG Yuk Yu Alice | Vice President |
| Ms. YEUNG Nga Man | Honorary Secretary |
| Ms. YEUNG Sim Heung Catherine | Honorary Treasurer |
| Ms. CHAN Yim Fan | Council Member |
| Ms. CHEUNG Yuk Hung Kathy | Council Member |
| Ms. KWOK Wai Man Mandy | Council Member |
| Ms. LIU Sum Ping Laura | Council Member |
| Ms. SZETO Oi Chun Scarlet | Council Member |
| Ms. LO Suk Yee Suky | Council Member |

Co-opted Members:

Ms. CHAN Wai Fun Amy
Ms. POON Ginny
Ms. SO Mun Yee Tammy
Ms. WONG Lai Ching

Fellow Members:

Prof. FUNG Yuk Kuen Sylvia (Representative of HKAN Council)
Ms. CHING Wing Yi Kaness
Mr. PUN Kwong Lik
Ms. YU Quinai S

Minutes of Meeting

Quorum

- 1 Ms. YEUNG Nga Man, the Honorary Secretary, announced that the notice of meeting

had been given to all Members and confirmed that there was sufficient quorum.

Welcome Speech

- 2 Dr. POON Wai Kwong, President, gave the welcome speech and thanked for the contribution of Fellows and Council Members to the College in the past year.

Confirmation of minutes of last Annual General Meeting

- 3 Dr. POON Wai Kwong, President, welcomed Members to the 9th Annual General Meeting (AGM) at 13:30 and advised that the Minutes of the 8th AGM held on 30th September 2021 were to be confirmed. Ms. CHAN Yim Fan proposed and Ms. CHEUNG Yuk Hung Kathy seconded to receive the minutes.

President Reports

- 4 Dr. POON Wai Kwong presented a detailed report of the College's activities in the past 12 months. The President Report included the achievements of the College and its Committees, reports on the Advanced Diploma in Nursing Leadership Programme, College obligation in supporting the HKAN development, the Fellowship Exit Assessment, our partnership and collaborative relationship with the mainland professional institution such as The Foshan Nursing Association, and the promotion of Nursing Profession to public for instance RTHK Broadcast Program and release of Newspaper Articles. The report also included the coming activity such as the New Cohort of Advanced Diploma in Nursing Leadership Programme (2022-23).



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- 6 President thanked Immediate Past President, Chair of Committees, Council Members, Fellow Members and the clerical support staff for their support to the College.
- 7 Ms. YEUNG Sim Heung Catherine proposed and Ms. SZETO Oi Chun Scarlet seconded to receive the President Report.

Audited Financial Report

- 8 Ms. YEUNG Nga Man called upon Ms. YEUNG Sim Heung Catherine, the Honorary Treasurer to report.
- 9 Ms. YEUNG Sim Heung Catherine reported on the financial position of the College for the year ended 31st December 2021. In the financial year 2021, the total income and total expenditure were HK\$1,378,499 and HK\$1,007,110 respectively. The College ended the year with accumulated surplus after tax of HK\$301,904 and the Balance as at 31 December 2021 was HK\$1,864,081. The Income taxation was HK\$69,485, including the penalty of later report.
- 10 Ms. YEUNG Sim Heung Catherine stated that a tax summary would issue to personnel, including Council Member, who received honorarium; for instance, speakers of Advanced Diploma in Nursing Leadership Programme.
- 11 Ms. LIU Sum Ping Laura proposed and Ms. WONG Lai Ching seconded to receive the audited Financial Statements and Report of the Auditor for the period 31st December 2021.

Appointment of Honorary Auditor

- 12 Ms. YEUNG Sim Heung Catherine, Honorary Treasurer thanked CC Alliance CPA & Co., the Honorary Auditor, for the genuine support to the College in the past year. Ms. CHAN Wai Fun Amy proposed and Ms. KWOK Man Wai Mandy seconded to re-appoint CC Alliance CPA & Co to be the Honorary Auditor.

Election of Council Members

- 13 One (1) Council Member, Ms. LEUNG Sui Kei Civy, retired from the Council after serving of 6 consecutive years, according to the term 12.9 in Memorandum and Articles of Association of HKCNHCM. One (1) Council Member, Ms. HO Wai Ching Trudy, passed away. Eleven (11) Council Members completed the term of two years from the time of election and expired as at 2022.
- 14 There received thirteen (13) nominees for HKCNHCM Council Member Election of 2022-2024. All members supported the nominations without comment. Enclosed the elected member list as reference.



Elected
members-name lis

- 15 Ms. CHENG Yuk Yu Alice proposed and Ms. LIU Sum Ping seconded to confirm the Elected HKCNHCM Council Member name list for 2022-24.
- 16 Dr. POON Wai Kwong appreciated the continuous support and contribution of Ms. LEUNG Sui Kei Civy to the College.

Speech of HKAN Council Representative

- 17 Prof. FUNG Yuk Kuen Sylvia stated that HKAN would collaborate with HKCNHCM in arranging a HKAN Pre-Membership Foundation Education Program for Ordinary Member's candidates.
- 18 Prof. FUNG Yuk Kuen Sylvia shared that HKAN was aimed at supporting the community by providing more education programmes to nurse professions and the public. Moreover, the HKAN would facilitate the Enrolled Nurses' training by strengthening their community health practices and providing more clinical practicum opportunities in primary healthcare field.

Vote of Thanks

- 19 President thanked Ms. CHONG Yuen Chun Samantha and all Council members for their unfailing support in the College events and activities.
- 20 The meeting was adjourned at 14:16.

Confirmed This On The _____(Day) of _____(Month) _____(Year)

Dr. POON Wai Kwong
College President

Ms. YEUNG Nga Man
Honorary Secretary

Chairman to the HKCNHCM 9th AGM

Secretary to the HKCNHCM 9th AGM