

**CHARTERED INSTITUTE OF ARBITRATORS (EAST ASIA BRANCH)  
MINUTES OF THE 40<sup>th</sup> ANNUAL GENERAL MEETING  
HELD ON MONDAY, 30 APRIL 2012 AT THE HONG KONG CLUB**

Mr. Joe Gilfeather, Branch Chairman, chaired the meeting.

The meeting was attended by Mr. Joe Gilfeather (Branch Chairman), Mr. Man Sing Yeung (Branch Secretary), Ms. Cordia Yu (Branch Treasurer) and 40 other Branch members.

Mr. Gilfeather welcomed the members and the Annual General Meeting commenced at 6:20pm.

The following business was conducted:

**1. To approve the Minutes of the 39<sup>th</sup> Annual General Meeting**

The Minutes of the 39<sup>th</sup> Annual General Meeting were posted on the Branch website prior to the meeting with additional hard copies being made available at the venue. The Chairman invited comments and none was made. The Minutes were taken as read.

A motion to approve the minutes was proposed by Christopher To and seconded by Peter Caldwell.

The motion was passed unanimously.

**2. To receive the Branch Chairman's Report**

The Branch Chairman's report was posted on the Branch website prior to the meeting with additional hard copies being made available at the venue. The Chairman invited queries and comments on the report and none was made. The Chairman thanked HKIAC with Chiann Bao and her team for providing administrative support and the retiring members for their contribution to the CIArb. The retiring members are:

Raymond Au, Andrew Chan and Paulo Fohlin

A motion to approve the report was proposed by Christopher To and seconded by Peter Caldwell.

**3. To receive the accounts for the period ending 31<sup>st</sup> December 2010**

The Treasurers' report was posted on the Branch website prior to the meeting with additional hard copies being made available at the venue. The Treasurer gave a brief presentation highlighting the key issues and commented that the Branch was financially stable.

A motion to approve the accounts was proposed by David Fong and seconded by Justin Wong.

**4. To elect members of the Branch Committee**

The Chairman explained that as the nominations received were exceeding the available positions on the Branch Committee, a postal vote is deemed necessary. Six existing Branch Committee Members shall retire and three of them have offered themselves for re-election. A further nine nominations have been received from members (including Committee co-opted members).

The Secretary reported Independent Scrutineer's Report on the Election of Branch Committee Members for the year 2012/13 dated 25 April 2012 was received. The procedures agreed upon are as follows:

1. Review the voting papers received on or before 19 April 2012 and examine for votes for 6 or less candidates; and electors whose subscriptions are in arrears.
2. To receive voting papers after 19 April 2012. These voting papers will not be taken into account for election purposes.
3. To count and record the number of votes in favour of each candidate.

On the basis of the agreed procedures, it confirmed:

1. A total of 117 ballot papers were received on or before 19 April 2012.
  - 1.1 1 ballot paper was rejected on the ground that the voting paper was duplicated.
  - 1.2 1 ballot paper was rejected on the ground that there was no signature and name of the elector.

- 1.3 A total of 115 ballot papers were taken into account for the election.
2. 10 ballot papers were rejected on the ground that the voting papers were received after 19 April 2012.
  3. The conclusion showed the total number of votes in favour of each candidate, in accordance with the information contained on the above-mentioned 117 ballot papers.

Candidate	Nos of votes in favour of the candidates
1. Paul Barrett	56
2. Jessica Chan	60
3. Eric Chiu	17
4. Martin Doris	19
5. Joe Gilfeather	80
6. Timothy Hill	60
7. Danny McFadden	25
8. Justin Wong	54
9. King Wong	24
10. Fan Yang	43
11. Man Sing Yeung	87
12. Cordia Yu	47

List of the Elected Branch Committee Members shall be as follows:

1. Paul BARRETT
2. Jessica CHAN
3. David FONG
4. Joe GILFEATHER
5. Menachem HASOFER
6. Timothy HILL
7. Benjamin HUGHES
8. Cheryl JE
9. James Chi Wang LAU
10. Johnson LEE
11. Richard Wai Keung LEUNG
12. William King Wai LEUNG
13. Mary THOMSON
14. Christopher TO
15. Justin WONG
16. Man Sing YEUNG

**5. To appoint the Honorary Auditors**

The Branch Chairman offered a vote of thanks to Messrs. Bakers Tilly Hong Kong Limited who had acted as the honorary auditors for the past year.

A motion to appoint Messrs Baker Tilly Hong Kong Limited as honorary auditors for the forthcoming year was proposed by Richard Leung and seconded by David Fong. The motion was passed unanimously.

**6. To transact any other necessary business**

There was no other business.

The meeting formally closed at 6:30pm.

Confirmed as a correct record by:

Minutes taken by:

**Mr. Joe Gilfeather**  
**Branch Chairman**

**Mr. Man Sing Yeung**  
**Branch Secretary**