

THE CHARTERED INSTITUTE OF ARBITRATORS (EAST ASIA BRANCH)  
MINUTES OF THE 44<sup>th</sup> ANNUAL GENERAL MEETING  
HELD ON TUESDAY, 26 APRIL 2016 AT THE HONG KONG  
INTERNATIONAL ARBITRATION CENTRE

Mr. Richard Leung, Branch Chairman, chaired the meeting.

The meeting was attended by Mr. Richard Leung (Branch Chairman), Mr. Edward Chow (Branch Secretary), Ms. Mary Thomson (Branch Vice-Chair), Mr. Nicholas Turner (Branch Deputy Secretary), Mr. Lawrence Lee (Branch Treasurer), Mr. Anthony Houghton SC (CIArb Trustee) and other Branch members.

Mr. Leung welcomed the members and the Annual General Meeting commenced at 6:15pm.

The following business was conducted:

**1. To approve the Minutes of the 43<sup>rd</sup> Annual General Meeting**

- 1.1 The Minutes of the 43<sup>rd</sup> Annual General Meeting were posted on the Branch website prior to the meeting with additional hard copies being made available at the venue. Attachment I: Minutes of 43<sup>rd</sup> AGM
- 1.2 The Chairman invited comments and none was made. The Minutes were taken as read.
- 1.3 A motion to approve the minutes was proposed by Nicholas Turner and seconded by Peter Caldwell.
- 1.4 The motion was passed unanimously.

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

- 2.1 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 briefly went through his report and invited queries/ comments on the report and none was made. Attachment II: Chairman Report
- 2.2 The Chairman thanked all committee members and the retiring members in particular for their contribution to the CI Arb' activities during the last session. The retiring members are: Kim Barton, Martin Doris and Kanice Chan.
- 2.3 A motion to approve the Chairman's Report was proposed by Mary Thomson and seconded by Martin Doris.
- 2.4 The motion was passed unanimously.

## **3. To receive the accounts for the period ending 31<sup>st</sup> December 2014**

- 3.1 The Treasurers' report was posted on the Branch website prior to the meeting with additional hard copies being made available at the venue. The Chairman gave a brief presentation highlighting the key issues and commented that the Branch was financially stable.
- 3.2 A motion to approve the accounts was proposed by Nicholas Turner and seconded by Mary Thomson.
- 3.3 The motion was passed unanimously.

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

- 4.1 The Chairman explained that as the nominations received were exceeding the available positions on the Branch Committee, a postal vote is deemed necessary. Attachment III: Voting Papers for the 44<sup>th</sup> AGM Election

4.2 The Secretary reported that the Independent Scrutineer's Report on the Election of Branch Committee Members for the year 2016/17 dated 25 April 2016. Attachment IV: Scrutineer's Report

4.3 The procedures agreed upon as set out in the Scrutineer's Report are as follows:

- (a) Review the voting papers received on or before 21 April 2016 and examine for votes for 6 or less candidates; and electors whose subscriptions are in arrears.
- (b) To receive voting papers after 21 April 2015. These voting papers will not be taken into account for election purposes.
- (c) To count and record the number of votes in favour of each candidate.

4.4 On the basis of the agreed procedures, it confirmed:

- (a) A total of 51 ballot papers were received on or before 21 April 2016.
- (b) 1 ballot paper was rejected on the ground that the membership of the electors is invalid
- (c) A total of 50 ballot papers were taken into account for the election.
- (d) 5 ballot papers were rejected on the ground that the voting papers were received after 21 April 2016.

4.5 The conclusion showed the total number of votes in favour of each candidate, in accordance with the information contained on the above-mentioned 51 ballot papers.

4.6 The Branch Secretary then read out the election result of the Scrutineer's Report, i.e. Candidate Nos of votes in favour of the candidates:

1. Louise Barrington	27
2. Richard Leung	43
3. Cordia Yu	32
4. Calvin Cheuk	35
5. John Cock	34
6. Alex Fan	13
7. Glenn Haley	36

4.7 List of the Elected Branch Committee Members (2016/17) shall be as follows:

1. Helen AU
2. Paul BARRETT
3. Louise BARRINGTON (re-elected)
4. Calvin CHEUK (newly elected)
5. Edward CHOW
6. John COCK (newly elected)
7. David FONG
8. Glenn HALEY (newly elected)
9. Joseph LEUNG
10. Richard LEUNG (re-elected)
11. Lawrence LEE
12. Mary THOMSON
13. Christopher TO (Immediate Past Chair)
14. Nicholas TURNER
15. Justin WONG
16. Fan YANG
17. Cordia YU (re-elected)

## **5. To appoint the Honorary Auditors**

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

5.2 A motion to appoint Messrs Baker Tilly Hong Kong Limited as honorary auditors for the forthcoming year was proposed by Peter Caldwell and seconded by Nicholas Turner. The motion was passed unanimously.

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

6.1 The Branch Chairman reported that CIArb will hold its coming Congress in Nov 2016 for election of the next Presidents.

6.2 The Branch has received a valid nomination form from Louise Barrington

supported by fellow members and will submit this nomination form to the head office for inclusion of Louise Barrington as a candidate for the next Presidential Election in the coming Congress to be held in Nov 2016.

6.3 There was no other business.

The meeting formally closed at 6:45pm.

Signed by: Richard Leung  
Branch Chair 2015/2016