

THE CHARTERED INSTITUTE OF ARBITRATORS (EAST ASIA BRANCH)
MINUTES OF THE 45th ANNUAL GENERAL MEETING
HELD ON TUESDAY, 27 APRIL 2017 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. Calvin Cheuk (Branch Secretary), Ms. Mary Thomson (Branch Vice-Chair), Mr. David Fong (Branch Vice-Chair), Mr. Lawrence Lee (Branch Treasurer), Mr. Paul Barrett, Mr. Christopher To, Mr. Nicholas Turner, Ms. Cordia Yu, Mr. Anthony Houghton SC (CI Arb Trustee) and other Branch members.

Mr. Leung welcomed the members and confirmed that there were sufficient members presence to form the quorum. The Annual General Meeting commenced at 6:15pm.

The following business was conducted:

1. To approve the Minutes of the 44th Annual General Meeting

1.1 The Minutes of the 44th Annual General Meeting were posted on the Branch website prior to the meeting with additional hard copies being made available at the venue.

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 Paul Barrett and seconded by Cordia Yu.

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.
- 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.
- 2.3 A motion to approve the Chairman's Report was proposed by David Fong and seconded by Lawrence Lee.
- 2.4 The motion was passed unanimously.

3. To receive the accounts for the period ending 31st December 2016

- 3.1 The Treasurer's 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 with \$3.5 funds in the bank.
- 3.2 A member raised query about the income/expenditure of the CI Arb/CIETAC Conference. The Chairman explained that this event incurred certain loss as (1) the usual practice in the PRC for attending conference did not require registration fee and (2) not enough sponsorship was found. The Chairman mentioned that the event was well received with the International President, the Director General of CI Arb being present and both gave presentation for and on behalf of CI Arb. The profile of CI Arb was raised. The Chairman however also noted that the Branch should be more cautious in future similar event like us. A motion to approve the accounts was proposed by Charles Chan and seconded by Calvin Cheuk.

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.

4.2 The Secretary reported that the Independent Scrutineer's Report on the Election of Branch Committee Members for the year 2017/18 dated 26 April 2017.

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 24 April 2017 and examine for votes for 5 or less candidates; and electors whose subscriptions are in arrears.
- (b) To receive voting papers after 24 April 2017. 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 56 ballot papers were received on or before 24 April 2017.
- (b) 2 ballot papers were rejected on the ground that the membership of the electors is invalid
- (c) A total of 54 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 24 April 2017.

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 56 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. Lawrence Lee	24
2. Mary Thomson	35
3. Christopher To	41
4. Fan Yang	22
5. Mingchao Fan	23
6. Donovan Ferguson	26
7. Victor Fung	8
8. Albert Yeu	12

4.7 List of the Elected Branch Committee Members (2017/18) shall be as follows:

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

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 Paul Barrett and

seconded by Nicholas Turner. The motion was passed unanimously.

6. To transact any other necessary business

6.1 A member asked whether the voting system could accept voting by fax or other means. The Chairman said this could be considered and if appropriate adopted in future election. .

6.2 There was no other business.

The meeting formally closed at 6:15pm.

Signed by: Richard Leung
Branch Chair 2016/2017