



**THE CHARTERED INSTITUTE OF ARBITRATORS (EAST ASIA BRANCH)  
MINUTES OF THE 46<sup>th</sup> ANNUAL GENERAL MEETING  
HELD ON THURSDAY, 26 APRIL 2018 AT THE HONG KONG CLUB**

Ms Mary Thomson, Branch Chair, chaired the meeting.

The meeting was attended by Ms Mary Thomson (Branch Chair), Mr Donovan Ferguson (Branch Secretary), Mr David Fong (Branch Vice-Chair), Mr Nicholas Turner (Branch Vice-Chair), Mr Paul Barrett (Branch Treasurer), Ms Helen Au, Mr John Cock, Mr Lawrence Lee, Ms Saniza Othman, Mr Christopher To and Mr Anthony Houghton SC (CI Arb Trustee) and other Branch members.

Ms Thomson welcomed the members and confirmed that there were sufficient members present to form the quorum. The Annual General Meeting commenced at 6:15pm.

The following business was conducted:

**1. To approve the Minutes of the 45<sup>th</sup> Annual General Meeting**

1.1 The Minutes of the 45<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 (included as **Annexure A** to these minutes).

1.2 The Branch Chair invited comments and none were made. The Minutes were taken as read.

1.3 A motion to approve the minutes was proposed by Lawrence Lee and seconded by David Fong.

1.4 The motion was passed unanimously.



## 2. To receive the Branch Chair's Report

- 2.1 The Branch Chair's Report was posted on the Branch website prior to the meeting with additional hard copies being made available at the venue. The Branch Chair briefly went through her report, and made two small corrections as noted in the report included as **Annexure B** to these minutes. The Branch Chair invited queries and/or comments on the report and none were made.
- 2.2 The Branch Chair 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 Branch Chair's Report was proposed by Peter Caldwell and seconded by Tim Hill.
- 2.4 The motion was passed unanimously.

## 3. To receive the Financial Statement of the Branch for the period ending 31 December 2017

- 3.1 The Financial Statement of the Branch, prepared by the Branch Treasurer, was posted on the Branch website prior to the meeting with additional hard copies being made available at the venue (included as **Annexure C** to these minutes). The Branch Chair gave a brief presentation highlighting the key issues and commented that the Branch was financially stable with HK\$3.8M in funds.
- 3.2 The Branch Treasurer presented the financial statement in greater detail and explained that the Branch was coming under increasing pressure in relation to the funds which are held by the Branch from the Institute. However, in light of the variable income the Branch receives from courses and the potential costs of taking up space in West Wing, this was something that the Branch was reviewing.



3.3 A motion to approve the accounts was proposed by Christopher To and seconded by Nicholas Turner.

3.4 The motion was passed unanimously.

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

4.1 The Branch Chair explained that as the nominations received exceeded the available positions on the Branch Committee, a vote was deemed necessary and has been conducted.

4.2 The Branch Secretary reported on the Independent Scrutineer's Report on the Election of Branch Committee Members for the year 2018/19 dated 24 April 2018, and offered to make a copy available to members, if requested at the meeting.

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 18 April 2018 and examine for votes for 5 or less candidates; and electors whose subscriptions are in arrears.
- (b) To receive voting papers after 18 April 2018. However, 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 was confirmed:

- (a) A total of **201** ballot papers were received.
- (b) **25** ballot papers were rejected for a number of reasons including (the membership of the electors was invalid, the ballot papers were not properly filled out, the ballot papers included votes for more than 5 nominees, there were duplicate ballot papers from the same member



and a ballot paper was received after the closing time for receipt of ballots).

(c) A total of **176** ballot papers were taken into account for the election.

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 **176** ballot papers.

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

1. Helen Au	116
2. Paul Barrett	113
3. David Fong	104
4. Nicholas Turner	75
5. Vincent Li	84
6. Jagmeet Makkar	53
7. Anny Wong	71
8. Albert Yeu	74

4.7 Accordingly, the list of the Elected Branch Committee Members (2018/19) shall be as follows:

1. Helen AU (re-elected)
2. Paul BARRETT (re-elected)
3. Louise BARRINGTON
4. Calvin CHEUK
5. John COCK
6. Mingchao FAN
7. Donovan FERGUSON
8. David FONG (re-elected)
9. Glenn HALEY
10. Richard LEUNG
11. Lawrence LEE
12. Vincent LI (newly elected)



13. Mary THOMSON
14. Christopher TO
15. Nicholas TURNER (re-elected)
16. Cordia YU

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

- 5.1 The Branch Chair 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 John Cock and seconded by Tim Hill.
- 5.3 The motion was passed unanimously.

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

- 6.1 The Branch Chair reported that CI Arb will hold its coming Congress in November 2018 for election of the next Presidents (Deputy President for 2019 (President in 2020) and a Vice President for 2019 (Deputy President in 2020 and President in 2021)).
- 6.2 John Cock moved a vote of thanks to the Branch Chair and the motion was passed.
- 6.3 There being no other business, the meeting formally closed at 6:35pm.

Signed by: Mary Thomson  
Branch Chair 2017/2018