

## **THE CHARTERED INSTITUTE OF ARBITRATORS (EAST ASIA BRANCH)**

### **MINUTES OF THE 51<sup>ST</sup> ANNUAL GENERAL MEETING HELD ON THURSDAY, 27 APRIL 2023 AT THE HONG KONG CLUB IN HONG KONG**

Mr. David Fong, Branch Chairman, chaired the meeting.

The meeting was attended by Mr. David Fong (Branch Chair), Mr. Richard Leung (Branch Treasurer), Mr. Nicholas Turner (Past Chair), Mr. Paul Barret (CI Arb Trustee), Mr. Lawrence Lee, Mr. Christopher To, Mr. Peter Caldwell, Mr. David Luk, Mr. Micky Yip, Ms. Saniza Othman, Mr. Stephen Chu, Mr. WK To, Mr. Jacky Lai, Mr. Timonthy Hill, Mr. Jeremy Pong, Ms. Caroline Thomas, Mr. Jimmy Ma and other Branch members.

Mr. David Fong 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 50<sup>th</sup> Annual General Meeting**

1.1 The Minutes of the 50<sup>th</sup> Annual General Meeting were posted on the Branch website prior to the meeting.

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 Lawrence Lee and seconded by Nicholas Turner.

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. The Chairman briefly went through his report and invited queries/ comments on the report and none were made. The Chairman in particular mentioned that the renovation of the Branch Office in West Wing has been almost completed and would soon be put into operation.
- 2.2 The Chairman thanked all committee members and the retiring members in particular for their contribution to the Ciarb' activities during the last session.
- 2.3 A motion to approve the Chairman's Report was proposed by Lawrence Lee and seconded by Peter Caldwell.
- 2.4 The motion was passed unanimously.
- 2.5 The Chairman indicated that he would step down as Branch Chair after the AGM. Richard Leung proposed a vote of thanks for his contribution to Branch Affairs and leadership over the past two sessions. That proposal was endorsed by those present unanimously.

## **3. To receive the accounts for the period ending 31<sup>st</sup> December 2022**

- 3.1 The Treasurer's report was posted on the Branch website prior to the meeting. The Treasurer gave a brief presentation highlighting the key issues of the deficit of \$0.7M representing operating expenditures incurred but commented that the Branch was financially stable with \$3M funds in the bank.
- 3.2 The Treasurer mentioned that the Branch would conduct more training courses overseas in particular in the PRC as the covid pandemic is over and this would aim to generate more income to support the Branch's expenditure in light of the cutting of subvention from the head office.

3.3 A motion to approve the accounts was proposed by Jeremy Pong and seconded by Caroline Thomas.

3.4 The motion was passed unanimously.

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

4.1 The Chairman explained that as the nominations received did not exceed the available positions on the Branch Committee, hence no voting was required.

4.2 The Chairman reported that the Committee Members (2023/2024) shall be as follows:

1. John COCK
2. Mingchao FAN
3. Donovan FERGUSON
4. David FONG
5. Gina LEUNG
6. Richard LEUNG
7. Lawrence LEE
8. Tim Yimin LIU
9. David LUK
10. Karen MILLS
11. Micky YIP
12. Lawrence TAM
13. Christopher TO
14. Nicholas TURNER
15. Cordia YU
16. Jerry ZHANG

#### **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 Lawrence Lee and seconded by Timothy Hill. The motion was passed unanimously.

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

6.1 There was no other business.

6.2 The meeting formally closed at 6:39pm.

Signed by: David Fong  
Branch Chair 2022/2023