

**Notice of Annual General Meeting
St. Stephen's College Alumni Association Limited**

To: All members of St. Stephen's College Alumni Association Limited, all alumni of St. Stephen's College and all alumni of St. Stephen's College Preparatory School.

NOTICE IS HEREBY GIVEN THAT Annual General Meeting of St. Stephen's College Alumni Association Limited will be held on SATURDAY 28 November 2020 at 6:00pm (registration from 5:30pm) at the AV Theatre, Special Room Block, St. Stephen's College Stanley, 22 Tung Tau Wan Road, Hong Kong for the purpose of transacting the following business :

1. To approve the minutes of Annual General Meeting of St. Stephen's College Alumni Association Limited held on 1 December 2019 (at Appendix I);
2. To receive the President's report of St. Stephen's College Alumni Association Limited for 2019 to 2020;
3. To receive the audited accounts of St. Stephen's College Alumni Association Limited for the period from 1 July 2019 to 30 June 2020;
4. To elect Office Bearers for 2020-2022 and Members of the Executive Committee for 2020 to 2021;
5. To appoint Sammy Chan & Co as the auditor of St. Stephen's College Alumni Association Limited for the period from 1 July 2020 to 30 June 2021; and
6. Any other business.

Kelvin Ka-yun LEE

Honorary Secretary of St. Stephen's College Alumni Association Limited

Dated this the 30th day of October 2020

Notes :

1. The Office Bearers of the Executive Committee elected at the AGM on 5 October 2018 are as follows:

Dr. CHAN Yick-si, Louis (President), Mr. Dickson LEUNG (Vice President), Mr LEE Siu-hang, Foster (Vice President), Ms. SO Yuen-yee, Sandy (Honorary Treasurer), Mr LEE Ka-yun, Kelvin (Honorary Secretary).
2. Members of Executive Committee elected at the AGM held on 1 December 2019 are as follows:

Ms. NG Ho-yan, Yannie, Mr WU Wai-luen, Alan, Ms. CHAN Ka-yin, Olivia, Mr Julio Cesar CHAU, Ms CHAN Mei-fung, Grace, Mr CHENG Hei-chung, Bernard, Mr AU-YEUNG Yat-hei, Jeremy, Mr YUEN Mi-chang, Derek, Mr CHOW Kwok-ho, William, Mr Makim Andrew MA.
3. Immediate Past President is Ms Mimi YUEN.
4. The positions on the Executive Committee are open to all Voting Members. Voting Members who would like to stand for election to the Executive Committee should submit their names and personal particulars to the current Honorary Secretary Kelvin LEE by e-mail at Honsec.SSCAA@gmail.com before 21 November 2020 who will then pass the same to all Members for their consideration.
5. A Member who is entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote for and on his/her behalf. Only Ordinary Members who have paid up their Membership Subscriptions or Life Members are entitled to vote. Expired memberships can be renewed on the spot before the AGM.
6. A form of proxy for use at the AGM is attached hereto as Appendix II.
7. Proxy forms must be lodged within 30 minutes prior to the meeting.
8. The Memorandum and Articles of Association of St. Stephen's College Alumni Association Limited are available on our website www.sscaa.org . If any member requires a hard-copy version, please contact Kelvin LEE by e-mail at Honsec.SSCAA@gmail.com.
9. Please note that registration is essential for the purpose of confirming attendees' status as Voting Members.

**Minutes of Annual General Meeting
St. Stephen's College Alumni Association Limited**

Date : 1December 2019

Time : 6:00 to 6:30 p.m.

Venue: AV Theatre, Special Rooms Block, St. Stephen's College, 22 Tung Tau Wan Road, Stanley, Hong Kong.

1. The minutes of the Annual General Meeting of the St. Stephen's College Alumni Association Limited ("SSCAA") held on 8October 2018 was approved.
2. The President, Dr. Louis CHAN, presented the report of SSCAA for 2018-2019.
3. The audited account of SSCAA for the period between 1 July 2018 and 30 June 2019 was adopted.
4. The following new members were elected to the Executive Committee of SSCAA for 2019-2020.

Ms. NG Ho-yan, Yannie, Mr WU Wai-luen, Alan, Ms. CHAN Ka-yin, Olivia, Mr Julio Cesar CHAU, Ms CHAN Mei-fung, Grace, Mr CHENG Hei-chung, Bernard, Mr AU-YEUNG Yat-hei, Jeremy, Mr YUEN Mi-chang, Derek, Mr CHOW Kwok-ho, William, MrMakim Andrew MA.

5. Messrs. Sammy Chan & Co was appointed auditors of SSCAA for the period from 1 July 2019 to 30 June 2020.
6. Any other business: there was no other business.

Kelvin Ka-yun LEE

Honorary Secretary of St. Stephen's College Alumni Association Limited

Dated this the 1st day of December 2019

ST. STEPHEN'S COLLEGE ALUMNI ASSOCIATION LIMITED

FORM OF PROXY

For use at the Annual General Meeting to be held on 28 November 2020.

I, _____, (name) of _____,
(address), being a Voting Member of St. Stephen's College Alumni Association Limited,
hereby appoint _____(name) of _____
_____ (address), also a Voting Member of St. Stephen's
College Alumni Association Limited, as my proxy to vote for me and on my behalf as he or
she thinks proper.

Signature : _____

Membership No.: _____

Date : _____