



**ST. STEPHEN'S COLLEGE ALUMNI ASSOCIATION LIMITED**

22 Tung Tau Wan Road, Stanley, Hong Kong

---

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

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

NOTICE IS HEREBY GIVEN THAT THE Annual General Meeting of St. Stephen's College Alumni Association Limited will be held on Saturday, 19 October 2024, at 6:00 p.m. (registration starts at 5:15 p.m.) at 25/fl., Wing On Centre, 111 Connaught Road Central, for the purpose of transacting the following business:

1. To approve the minutes of the Annual General Meeting of St. Stephen's College Alumni Association Limited held on 23 September 2023 (Appendix 1)
2. To receive the President's report of St. Stephen's College Alumni Association Limited for 2023 - 2024
3. To receive the audited accounts of St. Stephen's College Alumni Association Limited for the financial year from 1 July 2023 - 30 June 2024
4. To elect Office Bearers (President, 2 Vice Presidents, Honorary Secretary and Honorary Treasurer) for 2024 - 2026
5. To elect Members of the Executive Committee for 2024 - 2025
6. To appoint Sammy Chan & Co. Certified Public Accountants (Practising) as the auditor of St. Stephen's College Alumni Association Limited for the financial year from 1 July 2024 to 30 June 2025
7. Any other business

Edna Yuen  
Honorary Secretary  
25 September 2024

**Notes:**

1. The management of the affairs of the Association is vested in the Executive Committee which consists of the President, Two Vice Presidents, Honorary Secretary, Honorary Treasurer, Immediate Past President and not more than ten (10) members (i.e. a maximum of sixteen (16) members).

The terms of office of the President, Two Vice Presidents, Honorary Treasurer and Honorary Secretary (collectively the “Office Bearers”) begin from the Annual General Meeting (AGM) from which they were elected to the second AGM thereafter. The terms of office of the Executive Committee members, other than the Office Bearers, begin from the AGM at which they were elected until the next AGM thereafter.

The five (5) current Office Bearers of the Executive Committee elected at the AGM on 15 September 2022 are as follows: Mr Chi How Johnson KONG (President), Ms Yuen Yee SO (Vice President), Dr Dickson LEUNG (Vice President), Mr Pak Nin LO (Honorary Treasurer), Ms Chi Shun Edna YUEN (Honorary Secretary). Immediate Past President is Dr Yik Si Louis CHAN, an ex-official Executive Committee member.

The ten (10) current Executive Committee members elected at the last AGM held on 23 September 2023 are as follows: Ms Ho Yan NG, Ms Mei Fung Grace CHAN, Dr Mi Chang Derek YUEN, Ms Pi O Joan NG, Mr Chiu Ting Anson CHAN, Mr Yat Hei AU-YEUNG, Mr Hung Yuen Steve AU YEUNG, Mr Hei Chung Bernado CHENG, Mr. Henry Sei Yan WONG and Mr Yat Fei LAU.

All the above fifteen (15) Executive Committee members, including the Office Bearers, will retire at the upcoming AGM. With the exception of Dr. Dickson LEUNG, Ms Ho Yan NG, Mr. Yat Hei AU-YEUNG, Mr Hung Yuen Steve AU YEUNG and Mr Hei Chung Bernado CHENG, all the other retiring Executive Committee members offer themselves for re-election.

2. The positions on the Executive Committee are open to all Voting Members. The President to be elected must have served as an Executive Committee Member for not less than one term (one year) immediately prior to being elected as President of the Association, or have previously served as President or Vice President of the Association.

Voting Members who would like to stand for election to the Executive Committee should submit their names, personal particulars and contact details, specifying the exact position that he/she would like to go for, on or before 12 October 2024 to the current Honorary Secretary Chi Shun Edna YUEN by e-mail at [ednayuen.sscaa@gmail.com](mailto:ednayuen.sscaa@gmail.com) who will then pass the same to the Members for their consideration at the AGM. No late submissions will be accepted.

3. 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.
4. A Form of Proxy for use at the AGM is attached hereto as Appendix II. Proxy forms must be lodged by email to [ednayuen.sscaa@gmail.com](mailto:ednayuen.sscaa@gmail.com) or in person by the proxy at least 30 minutes prior to the start of the AGM.
5. The Memorandum and Articles of Association of St. Stephen’s College Alumni Association Limited are available on our website [www.sscaa.org](http://www.sscaa.org) .
6. Please note that registration at the AGM 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: 23 September 2023  
Time: 7:00-7:40 p.m.  
Venue: 25/F, Wing On Centre, 111 Connaught Road Central, Sheung Wan, Hong Kong

1. The minutes of the Annual General Meeting of St. Stephen's College Alumni Association Limited ("SSCAA") held on 15 September 2022 were approved.
2. The President Mr Johnson KONG presented the report of the SSCAA for 2022-2023.
3. The audited accounts of SSCAA for the period between 1 July 2022 and 30 June 2023 were adopted.
4. The following members were elected as the Executive Committee Members of SSCAA for 2023-2024: Ms Ho Yan NG, Ms Mei Fung Grace CHAN, Dr Mi Chang Derek YUEN, Ms Pi O Joan NG, Mr Chiu Ting Anson CHAN, Mr Yat Hei AU-YEUNG, Mr Hung Yuen Steve AU YEUNG, Mr Hei Chung Bernado CHENG, Mr Henry Sei Yan WONG and Mr Yat Fei LAU.
5. Sammy Chan & Co. Certified Public Accountants (Practising) was appointed as auditor of SSCAA for the financial year from 1 July 2023 to 30 June 2024.
6. Any other business: There was no other business.

Edna Yuen  
Honorary Secretary  
St. Stephen's College Alumni Association Limited  
Dated this the 23<sup>rd</sup> day of September 2023

## ST. STEPHEN'S COLLEGE ALUMNI ASSOCIATION LIMITED

### *FORM OF PROXY*

For use at the Annual General Meeting to be held on 19 October 2024.

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.: \_\_\_\_\_

Contact Details

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

(Note: to be lodged by email to [ednayuen.scaa@gmail.com](mailto:ednayuen.scaa@gmail.com) or in person by the proxy at least 30 minutes prior to the start of the AGM.)