

Hong Kong Water Sports Council

Minutes of the 5th Executive Committee held on 22nd February 2017 at 8:30 am
in the Bistro, RHKYC

Present

Raymond Ma Siu Wing	(RM)	Chairman
Mike Tanner	(MT)	Vice-Chairman
Johnnie C K Chan	(JC)	Vice-Chairman
MK Lau	(MK)	Honorary Executive Director
Mike Arnold	(MA)	Board Secretary

Absent with apologies

Terence Wan	(TW)	Hon Treasurer designate (pending cooption at next Board meeting)
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Action

1.0 Confirmation of Agenda

- 1.1 The proposed agenda was confirmed without amendment.

2.0 Confirmation of the Minutes of the 4th Meeting held on 11th January 2017

- 2.1 The Minutes were confirmed without amendment.

3.0 Matters Arising from 4th Meeting

- 3.1 Para 3.1 Application to IRD for charitable status: MK reported that a translation of the revised objectives for the Council had been given to Edmund Wong (Patrick Wong's son). Edmond had asked to be also given an activity plan as this would be requested by IRD. He was now considering the proposed structure, namely, either to amend the Council's M&A or to set up an entirely separate foundation. The Committee noted that any proposed change to the M&A would require a General Meeting of the Council to be held to approve such change [Article 59]. It was agreed that the draft of whatever was proposed should be circulated to and considered by the members of the Committee. All
- 3.2 Para 3.2 Change of bank signatories: The Committee noted that the recent resignation of Soey Lau as the Company Secretary had complicated matters. MA was asked to check the Council's registered address with the Companies Registry. JC agreed to speak to TW about finding a replacement for Soey as the Company Secretary. MA
JC

[Post meeting note: In the afternoon of 22 February, JC confirmed with TW that the latter's manager, Ron Yeung, who is a CPA, would take up the position of Company Secretary. On 23 February 2017, MA confirmed that the Council's registered address as recorded by the Companies Registry was 9C Jonsim Place, 228 Queens Road East, HK.]

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| 3.3 | <p>Para 3.3 Payment of annual subscriptions by Associations: The Committee asked MA to contact Chloe to ascertain the state of progress on this matter.</p> <p>[Post meeting note: On 24 February 2017, Chloe confirmed by email to MA that the invoices had been issued to five NSAs, namely, the HKCRA, HKCDBA, HKCU, HKSF and HKLSS. MA has subsequently asked Chloe to issue invoices to the HKTA and HKWSA]</p> | MA |
| 3.4 | <p>Para 3.4 Update on Kai Tak Fire Station site (KTFSS): MT reported that the draft Marine Traffic Impact Assessment report and land survey had both been completed, and Ian Brownlee had submitted these to Lands Department. The Lands Department's response was pending the outcome of circulation of the documents within Government. MT went on to advise that an approach to Douglas Woo (Chairman and MD of Wheelock) was being considered. Wheelock was a supporter of charitable activities (e.g. WeCan for disadvantaged children) that fitted into the Council's targeted activities, and also being a large property developer, might be approached to seek assistance in developing the site.</p> | RM |
| 3.5 | <p>Regular management accounts report: RM asked that a management accounts report be prepared and included in the agenda of future Board meetings.</p> | TW
MA |
| 3.6 | <p>Re-activation of bank account: the Committee agreed that MT and JC, as existing signatories, should visit HSBC to re-activate the Council's account. MT and JC indicated that they should be available to do so on 8, 9 or 10 March. MK would contact Chloe to fix a date and coordinate the necessary arrangements.</p> | MK
MT
JC |
| 3.7 | <p>Para 3.5 Registered Office Address: The Committee discussed possible new registered addresses for the Council.</p> <p>[Post meeting note: following informal discussions later on 22 February, TW has agreed in principle to consider use of his office as the Council's registered address.]</p> | All |
| 3.8 | <p>Para 3.6 Strategy for involving the Government in the Project Steering Committee for the permanent EKWSC: MT reported on a meeting that</p> | MT
MA |

he had held with Ian Brownlee and MA on the EKPWSC. As those in the Government who had previously dealt with the earlier proposal had probably moved on through staff changes, etc, MA had been asked to prepare a fresh submission to again bring this matter to the Government's attention, the aim being to trigger discussions to bring the Government on board. The Committee indicated its agreement to this idea.

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| 3.9 | Para 3.7 Update on Tseung Kwan O site: MT reported that all the sports associations, with the exception of the HKCU had submitted their plans to Advisian. He understood that the HKCU was working on and should shortly complete its plan. Everything appeared to be still on track as regards timing for submission to HAB by the end of March. Separately, he would approach representatives of the windsurfing association to discuss their plans for the site, as he had been given to understand that TKO might not be the association's preferred first choice. | MT |
| 3.10 | <p>Para 3.8 Update on various admin matters: MK reported that he had still not collected the laptop from TW, because it needed software installed. He would also need a printer. The Committee agreed that the Council could fund the purchase of software if required. Regarding an email address for the Council, MA suggested that the gmail address held by Pauline Yuen (the previous Board Secretary) might be used in the interim.</p> <p>[Post meeting note: MA contacted Pauline Yuen on 24 February and has now taken over the gmail account, which is info.hkwsc@gmail.com]</p> | MK
MT |
| 3.11 | Para 3.9 Preparation of hardcopies of the Directors Report and Annual Accounts for 2015/16: The Committee noted that the Auditor had produced the draft audited accounts. | |
| 3.12 | <p>Para 4.1 Co-option of Officers and Directors: RM advised that TW had now become a member of the HKCDBA and thus could be co-opted as Treasurer. What was now required was for TW to confirm that he could commit the time required. JC agreed to follow up.</p> <p>[Post meeting Note: TW has confirmed to JC that he is willing to take up the position of Treasurer and will be assisted in this task by Chloe.]</p> | JC |
| 4.0 | Matters Arising from the 10th Board of Directors meeting held on 25 January 2017 not mentioned under agenda item 3 above | |
| 4.1 | Para 4.2 (post meeting note) Replacement Company Secretary: the Committee noted that this matter had been dealt with under para 3.2 above. | |

4.2 Para 6.1 Proposed event to celebrate the HKSAR 20th Anniversary: MT reminded members that the Board had agreed that the Council should try to organise something around 1 July 2017 to celebrate the Anniversary, with the aim also of obtaining funding for the event from Government. A proposal needed to be submitted to the Government as soon as possible. He would start the process by speaking to Ng Kong-wan, who was planning to organise a coastal rowing event in the Harbour. MT

4.3 HKWSC website: MT reported that the previous provisional website could not be recovered. The Committee agreed that a new website would need to be prepared. MT agreed to provide MK with the original text of the homepage to add to what MK already held. JC suggested that Alan Young of Caritas might be approached to see if Caritas could help, because they had assisted some of the NSAs with their websites. JC
[Post meeting note: Alan Young has agreed to meet to discuss what assistance he might offer. As of 24 February, JC is still coordinating the arrangements for the meeting, likely to be in the morning of 9 or 10 March 2017].

5.0 Funding for Creation of HKWSC Secretariat

5.1 MT considered that the time had come for the Council to consider setting up a permanent secretariat. The Committee agreed that an approach should be made to the HKJC for funds. MK was asked to prepare a submission setting out a 3-year plan. MK noted that he would also need to be able to provide the HKJC with a supporting 3-year plan showing the Council's proposed activities. MT agreed to provide MK with a copy of the application made by the HKCRA as an example of such a submission. The Committee noted that an application to the Sir Robert Ho Tung Fund to cover the purchase of water sports equipment might also be considered. MK
MT

6.0 Any Other Business

6.1 No other business was raised for discussion.

7.0 Date of Next Meeting

7.1 The next meeting of the Executive Committee will be held at 8:30 a.m. on Wednesday 22 March 2017 in the Bistro, RHKYC.

Raymond Ma
Chairman