



Hong Kong Arts
Administrators Association
香港藝術行政人員協會

Unit 704, Hua Fu Commercial Building, No. 111 Queen's Road West, Sheung Wan
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HONG KONG ARTS ADMINISTRATORS ASSOCIATION LIMITED (2019-2020)

MINUTES OF THE 2020 ANNUAL GENERAL MEETING HELD ON 17 FEBRUARY 2021 (WEDNESDAY) AT 7:00 PM AT THE CONFERENCE ROOM, HONG KONG CHINESE ORCHESTRA, 7/F, SHEUNG WAN MUNICIPAL SERVICES BUILDING, 345 QUEEN'S ROAD CENTRAL, SHEUNG WAN, HONG KONG.

Present:

- Mrs Vennie Ho (VH), Chairman
- Dr Patrick Mok (PM), Vice Chairman
- Ms Ribble Chung (RC), Honorary Secretary (through Zoom)
- Dr David Tsui (DT), Honorary Treasurer
- Dr Celina Chin (CC), Board member
- Ms Flora Yu (FY), Board Member
- Ms Mandy Yiu (MY), Board Member
- Ms Enid Chung (EC), Board Member (through Zoom)
- Mr Paul Tam (PT), Board Member (through Zoom)
- Prof Lena Lee (LL), Board Member (through Zoom)

Apologies:

- Ms Connie Lam (CL), Board Member

Officer In Attendance:

- Ms Wendy Lam (WL), Manager
- Ms Kelly Duen (KD), Assistant Manager
- Ms Katerina Au (KA), Officer
- Ms Kristy Yu (KY), Project Officer



1. MEMBERS PRESENT

The Chairman welcomed members present, and declared that a quorum was present as stipulated in the articles of the Association.

- 1.1 Member Ms Kenix Docking and Mr Killian Chan appoint a proxy to attend the board meeting on their behalf.

2. MINUTES OF THE LAST AGM

- 2.1 There was no proposed amendment received, proposed by DT and seconded by CC, the minutes was duly approved.

3. CHAIRMAN'S ADDRESS

3.1 Financial Management

Under the Three-year grant programme of Hong Kong Arts Development Council (HKADC), the Year 2019-2020 is the second year financially to be supported a grant amount of HK\$ 881,800. The Association is grateful that we have received over HK\$1.3 million grant income to support the whole year's programmes and the Association's operational use.

3.2 Team Members

With the support of HKADC (Year Grant, Arts Administration Internship Scheme, and Arts Administration Workshop Grant) the Association's office manpower consists of 4 full-time staff and 1 part-time staff.

- 3.2.1 The current team includes Wendy Lam as the Manager, Kelly Duen as the Assistant Manager, Katerina Au as the Officer, and Kristy Yu joined in October 2020 as Project Officer. We also have Ian Ho as the part-time Administrative Assistant.

- 3.2.2 This year, we have worked closely with different educational institutes and received 6 interns for the internship placement We sincerely thank our partners for their contribution and support

3.3 Membership

For the year 2019 -2020 we are glad to have 255 individual members as of June 2020 and 9 Corporate Members including, Hong Kong Arts Centre, Hong Kong



Ballet, Craft On Peel, Hong Kong Chinese Orchestra, Hong Kong Dance Company, Hong Kong Philharmonic Society, Tai Kwun, Youth Square, and Zuni Icosahedron.

3.4 HKAAA Channels

We have received over 400,000 visitors to our website and over 200,000 regular visitors revisit the job market page We also receive rapid growth of e-newsletter subscribers which stand for over 6,700. For the social media platforms, we have over 16,000 followers on Facebook and over 1,100 followers on Instagram.

3.5 Events Cancellation and Rescheduled

The Association has canceled 2 events and rescheduled 2 events due to the outbreak of the Covid-19. Canceled events included Cultural Tour Series - Freespace Guided Tour and “Arts Administrator 101 series” Community Arts Engagement in Design Thinking; rescheduled events included Cultural Leadership Summit 2020 and Essential Guide 2020.

3.6 Future events and other projects

VH shared the future events and other projects’ planning with members, including:

1. Cultural Leadership Summit 2020: Value Creation in the Changing Game
2. Essential Guide 2020
3. Career Fair 2021

All members noted the events and projects planning.

3.7 VH would like to thank all the members for continuously supporting and participating in the Association’s works We look forward to the next exciting year to come.

4 **DIRECTORS' REPORT AND AUDITED ACCOUNTS**

Members noted the Audited Report and the Financial Statements for the period of 1 July 2019 to 30 June 2020. Members received and approved the reports.

4.1 The motion was adopted. Proposed by CC and seconded by FY, the motion was unanimously adopted.



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5 APPOINTMENT OF AUDITORS

- 5.1 Three quotations of audit firms were obtained for selection, and it was agreed that Douglas CPA (practicing) limited was the best-value-for-money firm.
- 5.1.2 Proposed by PM and seconded by DT the resolution to appoint Douglas CPA (practicing) limited as the external auditor of the Association until the next Annual General Meeting of the Association.

6 GENERAL QUESTIONS

There being no questions raised.

The meeting was adjourned at 7:11 pm.

Vennie Ho
Chairman, Hong Kong Arts Administrators Association

Vetted by: Wendy Lam, Manager, Hong Kong Arts Administrators Association
Prepared by: Kelly Duen, Assistant Manager, Hong Kong Arts Administrators Association