**The Hong Kong Polytechnic University**

Civil and Environmental Engineering Alumni Association

CEEAA

**BIENNIAL GENERAL MEETING** (2014-16)

Dear alumni

The Biennial General Meeting (BGM) of The Hong Kong Polytechnic University Civil & Environmental Engineering Alumni Association **HKPUCEEAA** will be held as follow:

|  |  |  |
| --- | --- | --- |
| **Date:** | 19 April 2016  (Tuesday) |  |
| **Time:** | 6:30 pm to 8:00 pm |  |
| **Venue:** | Room AG710, PolyU |  |
|  |  |  |
| **Rundown:** | 6:30 to 7:00 pm | BGM |
|  | 7:00 to 7:05 pm | Presentation of Report Awards |
|  | 7:05 to 8:00 pm | Talk on "Music and Engineering in Life" by Ir Dr the Hon WK LO, Legislative Councillor (Engineering Functional Constituency) |

**AGENDA**

1. To adopt the minutes of the last AGM
2. To receive reports from the Executive Committee
3. To receive the statements for accounts
4. To appoint the honorary auditors
5. To pass any amendments to the Constitution

|  |  |  |
| --- | --- | --- |
| Section | Original Constitution | Proposed Amended Constitution |
| 5.2 | The Executive Committee shall include the following honorary officials – the President, two Vice-Presidents, one Honorary Secretary, one Deputy Secretary, one Honorary Treasurer, three Convenors, the Immediate Past President, the Department Alumni Liaison Officer and not more than three Ordinary Members elected in the General Meeting or Extraordinary General Meeting under Section Seven of this Constitution to serve in the Executive Committee as Co-opted Members. | The Executive Committee shall include the following honorary officials – the President, two Vice-Presidents, one Honorary Secretary, one Deputy Secretary, one Honorary Treasurer, three Convenors and three Ordinary Members elected in the General Meeting or Extraordinary General Meeting under Section Seven of this Constitution, not more than five Co-opted Members to be appointed by the Executive Committee and the Immediate Past President and the Department Alumni Liaison Officer. |
| 5.8 | The Executive Committee officials shall not hold the same office for consecutive period of service. | The Executive Committee officials shall not hold the same office for two consecutive periods of service save and except with the approval of the Executive Committee. |
| 6.3 | Members shall be notified of the General Meeting or Extraordinary General Meeting and the agenda at least 14 days before the meeting. | Members shall be notified of the General Meeting or Extraordinary General Meeting and the agenda at least 14 days before the meeting. All decisions shall be made by a simple majority of the members voting either personally or by proxy. In case of an equality of votes on each side the President shall have a second vote. |
| 6.4 | The Executive Committee shall meet bimonthly or at a date agreed by the Executive Committee to conduct business of the Association. | The Executive Committee shall meet bimonthly or at a date agreed by the Executive Committee to conduct business of the Association. All decisions shall be made by a simple majority of the members present. In case of an equality of votes on each side the President shall have a second vote. |
| 6.5 |  | Section 6.5 is deleted and replaced. |
| 6.6 | Notwithstanding the provision in Section 6.5, amendments of Constitution can only be passed by at least two thirds of the members present at a General Meeting or an Extraordinary General Meeting. | Section 6.6 is re-numbered as Section 6.5 and amended as follows:  Notwithstanding the provision in Section 6.3, amendments of Constitution can only be passed by at least two thirds of the members voting either personally or by proxy at a General Meeting or an Extraordinary General Meeting. |
| 6.7 | The quorum for a General Meeting or an Extraordinary General Meeting shall be thirty members and for the Executive Committee Meeting shall be six. If the number of members present is less than the quorum, the meetings shall be postponed for 14 days when the meeting must be carried out regardless of the numbers present, which shall form a quorum. | Section 6.7 is re-numbered as Section 6.6 and amended as follows:  The quorum for a General Meeting or an Extraordinary General Meeting shall be thirty members either personally or by proxy and for the Executive Committee Meeting shall be six personally. If the number of members present is less than the quorum, the meetings shall be postponed for 14 days when the meeting must be carried out regardless of the numbers present, which shall form a quorum. |
| 7.2 | The Executive Committee shall have power to appoint any Ordinary Member to fill casual vacancies occurring in the Executive Committee. | The Executive Committee shall have power to appoint any Co-opted Member to fill casual vacancies of Co-opted Member occurring in the Executive Committee. |

1. To elect the President and other officials for the next Executive Committee which consisted of the following:

President : David Lau;

Two Vice-Presidents : YK Poon, Andy Cheung;

Honorary Secretary : Edwin Huang;

Deputy Secretary : Duncan Lai;

Honorary Treasurer : Rex Chan;

Three Convenors : Tommy Wong, Tony Lo, Alfred Ho;

Executive Committee Members: Kwok Yat Wah, Jackson Lau, Franco Chan;

Co-opted Members : Wilson Cheung, Dennis Leung, Alvin Au, Rocky Cheung, Sunny Ng;

Immediate Past President : CF Lam;

Department Alumni Liaison Officer : Eddie Lam.

1. To receive suggestion from members regarding the business of the Association
2. A.O.B

Please be noted that a quorum of **30**  members is required.

Please return the Reply Form to Ir Dennis Leung by e-mail: cre-g@tmrssh.com.hk or by fax: 26187810 on or before 12 April 2016.

We look forward to seeing you at the BGM.    
Regards

Civil & Environmental Engineering Alumni AssociationThe Hong Kong Polytechnic University

Date: 1 April 2016

Address: M1506a Li Ka Shing Tower, The Hong Kong Polytechnic University, Hunghom, Kowloon, Hong Kong

Tel: (852) 2766 5123 Fax: (852) 2764 0326Email : [aacse@polyu.edu.hk](mailto:aacse@polyu.edu.hk) Website : http://web.polyu.edu.hk/~aacse

