

**Minutes of the 2018 Annual General Meeting of  
the Chartered Institute of Housing Asian Pacific Branch  
held at 8/F Amenities Building,  
City University of Hong Kong, Tat Chee Avenue, Kowloon Tong, Hong Kong  
10th January 2019 at 1835 Hours**

Present: Mr. Cheung Shu Yan, Edmond  
Ms. Chiu Chi San, Angela  
Mr. Chiu Ka Yin, Andrew  
Mr. Chow Chun Ling, Kenny  
Ms. Chow Pui Gee, Gigi  
Mr. Chui Ming Man, Jackey  
Mr. Chung Chik Leung, Eric  
Mr. Fung Ping Yan  
Mr. Fung Po Kwong, Paul  
Mr. Hui Kam Ming, Edwin  
Ms. Hsu Siu Ha  
Mr. Ko Kwok Kei, Ken  
Mr. Kwong Lap Shun, Keith  
Mr. Law Wai Kin  
Mr. Lee Chi Hung, Stephen  
Mrs. Li Lam Chin Ching, Rita  
Mr. Lin Kwan Wah, Valentino  
Mr. Liu Zheng  
Mr. Luk Wai Lun, Stanley  
Mr. Mak Yat Fung, Mason  
Mr. Ng Hoi Ching, Matthew  
Mr. Ng Kwong Ming, Paul  
Mr. Ng Mei Chuen, Frederick  
Mr. Poon Yuen Fong  
Mr. So Yik Chung, Sidney  
Mr. Tam Wai Po, Jerry  
Mr. Tsang Kwai Leung, Francis  
Mr. Tsang Tak Ho, Kenneth  
Dr. Wan Tak Fai, Danny  
Mr. Wong Hin Nang  
Mr. Wong Kam Tong, Vincent  
Ms. Wong Siu Ling, Linda  
Mr. Wong Ying Kit, Romulus  
Mr. Wu Yicheng  
Dr. Yuen Kwok Kei, Ricky

The AGM was attended by 35 members in person.

## Minutes

- 1) Ms. Chiu Chi San, Angela, the Honorary Secretary, welcomed members to the Annual General Meeting and declared the Meeting commenced at 1835 hours, when the members present had met the quorum.
- 2) Motioned by Mr. Ng Hoi Ching, Matthew and seconded by Mr. Fung Ping Yan that the Minutes of the 2017 Annual General Meeting was unanimously approved by all members attending the meeting as a true, correct and formal record of the Meeting.

- 3) The Chairman's Report

2018 was a very important and challenging year for the Chartered Institute of Housing Asian Pacific Branch (CIHAPB). We have fruitful achievements in our works, including professional development in the Asia Pacific region, collaboration with UK headquarters in change of operation mode of CIHAPB in Hong Kong and Mainland China, professional sharing, management of membership promotion, etc. At the same period of time, we have maintained close connection with our members and others professional bodies to express professional views on new legislation about property-management-related areas, encourage the experience sharing among them, enhancing service delivery and professionalism and expand our membership base.

Chairman thanked Executive Committee for their contributions to provide their expertise views during the public consultation of the new legislation concerned, enhance the service level of property management and be recognized by the industry in the Asia Pacific region.

Some of our achievements we have accomplished in 2018 are reported as below:

### 3.1 Property Management Services Ordinance

In 2018, CIHAPB has actively involved on the public consultation of the licensing regime on property management practitioners with the Property Management Services Authority. We have also teamed up with fellow professional housing institutes to organize forums and seminars for members.

### 3.2 Strengthening Communication with Professional Institutes in Different Countries and Regions

It is opportune for CIHAPB to set objectives to tie in with the internationalization process and the "The Belt and Road Initiative" for membership drive and service delivery to our members, we would further strengthen our contacts with professionals and institutes in the Asia Pacific region.

### 3.3 Professional Development

In 2018, CIHAPB has continued to adhere to our mission of promoting professionalism to continue to advocate the professional development in the Asia Pacific region and to contribute in bringing up the professional standards of the industry. CIHAPB held a number of seminars, workshops, professional forums, site visits and other activities to provide members with new management practices and service information so as to enhance members' professional knowledge.

### 3.4 Enhancing Member Services

In 2018, our membership had a growth of more than 5.5%. The major increase segment was in Mainland China as a result of our enhancement of membership services and collaborations with our training partners in this region. Opportunities were taken by CIHAPB to explore areas of membership expansion in Hong Kong, Macau and Taiwan.

### 3.5 Learning and Promoting New Technology

Environmental-friendly, BIM and BEAM initiatives, Green Building and Management with application of new technologies alike provided the industry with management efficiency improvements. As Mainland China has demonstrated a great progress in this aspect, learning and experience sharing from advancement in this area would benefit members of CIHAPB.

## 4) Financial Statement

### 4.1 Financial Report

Mrs. Li Lam Chin Ching, Rita, the Honorary Treasurer, reported that the financial situation of the CIHAPB for the Year 2018 in which membership fee of about HK\$3.07M was received from members. The total expenditure in 2018 was about HK\$2.6 M and the income, other than membership fees in 2018 was about HK\$0.96M. Hence, APB continued to be a net contributor with a surplus of about HK\$1.4M to CIHHQ in 2018.

Prudent fiscal practice would be continuously adopted for a financially healthy Year 2019.

5) Election of Branch Executive Committee for the Year 2019

The following nominations for Officers and Members of the Branch Executive Committee were received:

Chairman	- Mr. Wu Yicheng
Deputy Chairman	- Fung Po Kwong, Paul
Vice-Chairman	- Mr. Liu Zheng
Hon. Secretary	- Ms. Chiu Chi San, Angela
Hon. Treasurer	- Mrs. Li Lam Chin Ching, Rita
Training Officer	- Mr. Ng Hoi Ching, Matthew
Membership Officer	- Mr. Lee Chi Hung, Stephen
Policy Officer	- Prof. Yip Ngai Ming
Committee Members	- Mr. Ng Kwong Ming, Paul
	- Mr. Fung Ping Yan
	- Mr. Cheung Shu Yan, Edmond
	- Mr. Wong Ying Kit, Romulus
	- Mr. Kwong Lap Shun, Keith
	- Mr. Tsang Tak Ho, Kenneth

No election was required for the officer and the committee member posts as the number of candidates did not exceed the vacancies. The composition of the Branch Executive Committee for the Year 2019 as above was proposed by Mr. Fung Ping Yan and seconded by Mr. Ng Hoi Ching, Matthew, and unanimously agreed by all members attending the meeting.

6) There being no other business, the meeting was adjourned at 1910 hours.