

**The Annual General Meeting of the HKUST Staff Association 2009
& the Election of Executive Committee of the HKUST Staff Association
for the 2009 - 2010 session**

Date: 4 June 2009 (Thursday)

Time: 12:45 p.m.

Venue: LG7 Canteen

Agenda:

1. To receive the Chairman's Report;
2. To receive the Financial Report;
4. To appoint the Honorary Legal Advisor for the Association;
5. To appoint the Honorary Auditor for the Association;
6. To elect the Executive Committee of the Association for the 2009-2010 session.

HKUST Staff Association 香港科技大學教職員協會

Chairman's Report for the Session 2008 - 2009

prepared by

Dr. Lijing ZHU, Chairman of the Executive Committee at the AGM on 4 June 2009

Introduction

The year of 2008 - 2009 has been a blissful and fruitful year for members of the University. The HKUST Staff Association has continued her mission to further strengthening the role of bridge of communication between the University and staff members through more representation in different aspects that may affect the interests of staff members. While this is still being reinforced and implemented, we have been actively fulfilling this mission and role by maintaining close communication with the University management and different parties inside and outside of the University. The Association has also tried her best in joining hands with different parties to maintain a humorous community that everyone enjoys. With the support of the university community, the HKUST Staff Association will continue to provide the right opportunities for her members.

Major activities for the session

In the session 2008 – 2009, the Executive Committee has been trying to fulfill the expectation and requests from different members while striking a good balance on different aspects that related to the welfare and benefit of members and non-members. The major activities held and welfare provided include:

Nature	Major Offers / Activities
Welfare	<ul style="list-style-type: none">● Car Cleaning Service in Campus● Discount offer for physical check-up service at Beijing University Shenzhen Hospital● Discount offers at different retail outlets and shopping malls● Discount offers with Petrol Companies● Discount offers on Dental Plans for family members● Discount offers on Driving Courses● Discount offers on Medical Insurance Plan● Discount offer on Newspaper Subscription and delivery services● Discount offers on service for dental, eye care and health check / services● Discount offers on Mobile phone and service packages● Discount offers on Shopping Malls● Garage Sale, Mega Sale, Mini Sale and Garment Sale events● Joining of the Universities Credit Union● Masks sales● Scholarships for Family members of the Association's Members

	<ul style="list-style-type: none"> ● Shopping Privileges at the HK Professional Teachers' Union ● Special Tax Loan & Home Mortgage Offer ● Voluntary Group Assurance Program for HKUST Staff
Community / Charity Activities	<ul style="list-style-type: none"> ● Campaigns on collection and recycling of used materials ● Car cleaning service by clients of the Hong Chi Siu Sai Wan Workshop ● Donation to charity organizations ● Foot message service provided by re-trained citizens ● Newspaper delivery services by clients of the Hong Chi Siu Sai Wan Workshop ● Visits and donation to hospital and patients
Social Activities	<ul style="list-style-type: none"> ● Caring Organization Award 08/09 (since 2004) ● Christmas Party ● Coordination and logistic support to staff teams in use of university facilities and provision of subsidies ● Corporate Games ● Bowling Competition ● Dragon Boat Races ● HKUST Organic Farming Club for Students & Staff (Jointly organized with SEPO and FMO) ● Inter-U Soccer Tournament ● Joint efforts on sports activities and training programmes ● New staff welcoming gathering ● President Fun Run ● Sports, wellness and leisure courses ● University Open Day
University Affairs	<p>Involvement in:</p> <ul style="list-style-type: none"> ● Dental Clinic Tender Task Group ● On campus Salon Tender Task Group ● Student Catering Committee ● Staff Superannuation Trustees Board ● Staff Bus Service ● UC Bistro & Unibar Task Group ● Panel on Education at the Legco

While providing benefits to members of the Association as well as their family members, the Association has, as far as possible, also extended the care through a variety of means and channels to

members of the University who are not members of the Association as we treasure the concept of HKUST family.

To demonstrate the unity and cohesiveness of members of the University and to support the University in her donation pledges, the Association has always put into a donation mechanism into activities held and organized. Financial support to staff teams and Scholarships available for children of staff members studying at HKUST are typical examples.

The Association has also been communicating with the university management on regular basis with an aim to strengthen communication in both ways while on the other hand reflect the needs of staff, safeguard their benefits as well as to stipulate improved employment terms etc.

Concluding Remark

For all the positive development of the HKUST Staff Association, I owe members of the Executive Committee and other working groups for their committed effort and services for the smooth and successful development of the Association. As we grow with the University, I sincerely wish that the Association can contribute positively towards the betterment of our members, the University as well as other members of the University.

I would like to solicit members' support in expanding our membership as well as actively participating in activities organized by the Staff Association. For the benefit of all, let's make the Association as representative as it could be.

I would also like to thank the serving and outgoing members of the Executive Committee for their continued support, dedication, hard work and generosity in devoting their time and effort on a voluntary basis. Many of their efforts are translucent and behind the scene but crucial in putting things together. Their hearts and dedication are important factors that keep the Association running constructively. Without their effort, the Association would not be able to function as it is. With the support and commitment of the Executive Committee as well as the support from members of the Association, I am sure the Association will continue to advance and provide the best service to its members.

Dr. Lijing Zhu
Chairman
HKUST Staff Association
2008 - 2009

HKUST Staff Association 香港科技大學教職員協會
Nominated Honorary Legal Advisor and Honorary Auditor
for the Association for the Session 2009 - 2010

<p>Honorary Legal Advisor 名譽法律顧問</p>	<p><i>Mr. Man-Ching Terence Tang 鄧文政律師</i></p> <p><i>Partner, Ma Tang & Co.</i></p> <p>Serving Legal Aid Panel, Duty Lawyer Panel and Volunteer lawyer Service</p> <p>Specializes in Civil Litigation (including Matrimonial Proceedings, Employee's Compensations, Personal Injuries Litigation, Employment Disputes, Contract Disputes, Commercial Litigation, Property Disputes, Tenancy Disputes and Tort Disputes), Wills, Probate and Trust, and Commercial Law.</p>
<p>Honorary Auditor 名譽審計師</p>	<p><i>Ms Heidi Choi 蔡秀蕙</i></p> <p><i>Senior Finance Manager, HKUST</i></p>

HKUST Staff Association 香港科技大學教職員協會
Nominated Executive Committee of the Association for the 2009-2010 session

Mr. Michael Cheng (PURO)	鄭傑明 (採購處)
Ms. Clara Kwan (ERP)	關慕霞 (ERP)
Mr. Albert Lam (FMO)	林秉惠 (校園設施管理處)
Mr. K L Lam (FMO)	林乾禮 (校園設施管理處)
Mr. Tony Lam (DeanUG)	林惟良 (本科生院長辦公室)
Mr. Chi Moon Li (HSEO)	李志滿 (健康安全及環境處)
Ms Linda Mak (LANG)	麥樣愛 (語言中心)
Mr. Donny Siu (SAO)	蕭觀明 (學生事務處)
Prof. Zikang Tang (PHYS)	湯子康 (物理系)
Mr. Christopher Tso (FMO)	曹錦然 (校園設施管理處)
Mr. Doug Wong (ITSC)	黃忠德 (資訊科技服務中心)
Dr. Lijing Zhu (IMSPO)	朱力徑博士 (國際與中國內地學生及學術事務處)

The Hong Kong University of Science & Technology Staff Association
Income and Expenditure Statement for the Session from 20 June 2008 to 22 May 2009 (2008-09)

Income

	HK\$	HK\$	Ref.
Membership fees collected - new & renewal (2008-09)		\$ 22,680.00	1
Bank interest received		\$ 388.80	2
Activities organised during the session			
Mini/Garage Sale	\$ 15,550.00		3
Subsidies from UST	\$ 44,101.79		4
Yoga Class	\$ 16,635.00		5
Visit to Haven of Hope Hospital	\$ 1,300.00		6
Replacement of SA membership card	\$ 30.00		7
Adm. Fees: Tai Chi Class/Line Dance	\$ 420.00		8
Adm fees rece'd from SA non-members took part in staff courses	<u>\$ 420.00</u>	<u>\$ 78,456.79</u>	9
		\$ 101,525.59	

Expenditure

Activities organised during the session

Christmas Party	\$ 14,069.00		10
Subsidies to staff-related activities (Sports teams, Meet with the President etc.)	\$ 20,568.60		11
Newspapers delivery - paid to the Jockey Club Hong Chi Siu Sai Wan Workshop (Deduct income from newspaper subscriptions)	\$ 4,948.90		12 12A
UFed membership	\$ 4,500.00		13
Lunch with rep of university credit union	\$ 180.00		14
Misc expenses	<u>\$ 2,139.00</u>	<u>\$ 46,405.50</u>	15

Net income for the session

\$ 55,120.09

Accumulated balance b/d (including \$162834.84 with delayed refund from SU for newspaper subscription 2007/08: \$46,284)

\$ 209,118.84 16

Accumulated balance c/f

\$ 264,238.93

Cash on hand

\$ 264,238.93

Endorsed by: _____

Ms Heidi Choi, Honorary Auditor

Darte: _4 June 2009_____

Income and Expenditure Account for HKUST Staff Association (2008-09)

<u>Date</u>	<u>Description</u>	<u>Income</u>	<u>Date</u>	<u>Description</u>	<u>Expenditure</u>
	Opening Balance as at 28 May 2008	\$ 162,834.84	20.6.08	Refreshment for Staff Association's AGM	\$ 1,500.00
20.6.08	Yoga Class (May/July 08)	\$ 8,480.00	20.6.08	Purchase of CD-R - reimbursed to Donny	\$ 44.00
20.6.08	Membership fees	\$ 60.00	20.6.08	Reception for torch relay	\$ 1,200.00
20.6.08	Garage Sale (\$720) & Sales of Wing Wah dumpling \$30	\$ 750.00	25.6.08	Hong Chi (May 08)	\$ 510.00
20.6.08	Yoga Class (Jan/Feb09)	\$ 4,875.00	25.6.08	Yoga Class trainer's fees	\$ 13,800.00
20.6.08	Yoga Class (Mar/April 08)	\$ 7,020.00	18.7.08	Badminton Team	\$ 780.00
25.6.08	Membership fees	\$ 120.00	18.7.08	Sing Tao (Jan 08 \$792 & June 08 \$720)	\$ 1,512.00
30.6.08	Bank interest	\$ 379.10	18.7.08	Purchase of fountain pen for Billy - reimbursed to Donny	\$ 324.00
18.7.08	Membership fees	\$ 30.00	20.8.08	SCMP	\$ 571.20
18.7.08	Membership fees	\$ 30.00		Ming Pao (July)	<u>\$ 1,620.00</u>
4.8.08	Membership fees	\$ 60.00	20.8.08	HKET - paid to Wong Yiu Kee	\$ 1,248.00
4.8.08	Membership fees	\$ 30.00	20.8.08	Hong Chi (July 08)	\$ 507.00
20.8.08	Membership fees	\$ 90.00	20.8.08	Ming Pao (May \$1620 & June \$1539)	\$ 3,159.00
9.9.08	Newspaper subscription	\$ 30,363.00	20.8.08	Sing Tao (2-18.7.08)	\$ 468.00
9.9.08	Mini Sale	\$ 4,000.00	9.9.08	Dragon Boat Racing - reimbursed to Michael	\$ 35,887.60
9.9.08	UST subsidies - Dragon Boat Racing	\$ 35,887.60	30.9.08	Bowling Team (Doug \$234.6); Refund to Vincent Poon (Sing Tao \$120)	\$ 1,513.80
30.9.08	Newspaper subscription (Ming Pao \$2859 & Ming Pao Summer \$75)	\$ 2,934.00		Hong Chi (Aug 08 \$409.5); SCMP (126 copies \$749.7)	
30.9.08	Newspaper subscription - HKEcon. Times	\$ 1,520.00	16.10.08	New Staff Welcoming Gathering - paid to Lam Ping Wai	\$ 3,000.00
30.9.08	Ming Pao (Summer)	\$ 75.00	16.10.08	Hong Chi (Sept 08)	\$ 504.00
30.9.08	Mega Sale	\$ 4,800.00	30.10.08	Refund to Renee - Sing Tao	\$ 75.00
30.9.08	Adm fee - Tai Chi Class	\$ 120.00	30.10.08	Corporate Game - reimbursed to Emma Fung	\$ 8,630.00
17.10.08	Newspaper subscription (Ming Pao \$854 & SCMP \$1163)	\$ 2,017.00	30.10.08	Ming Pao (Sept 08 \$1865); Hong Chi (June 08 \$510)	\$ 2,375.00
30.10.08	Newspaper subscription (SCMP \$1133) & Membership fees \$30	\$ 1,163.00	10.11.08	Yoga Class - Jack Chan (Aug/Sept 08)	\$ 3,300.00
30.10.08	Admin fee - Lion Dance	\$ 180.00	10.11.08	HKET	\$ 7,119.00
10.11.08	Newspaper subscription (Ming Pao by Student Union)	\$ 515.00	18.11.08	Hong Chi (Oct 08)	\$ 504.00
10.11.08	Yoga Class (Aug/Sept 08)	\$ 4,800.00	18.11.08	Bowling trainer's fees - Ellick Wong	<u>\$ 1,424.00</u>
18.11.08	Refund by Student's Union (SCMP subscription 2007/08)	\$ 46,284.00	4.12.08	SCMP	\$ 3,998.40
3.12.08	Sales of X'mas tickets	\$ 14,110.00	4.12.08	Hong Chi (Nov 08)	\$ 480.00
4.12.08	Sales of X'mas tickets	\$ 4,740.00	4.12.08	FCE - membership fees	\$ 4,500.00
4.12.08	X'mas - sponsored gift coupon from the Design Associates	\$ 500.00	4.12.08	Squash team - reimbursed to Dong Wong	\$ 2,200.00
10.12.08	Sales of X'mas tickets	\$ 4,995.00	15.1.09	Ming Pao (Aug 1398.6; Oct\$2085; Nov\$1897.5; Dec\$2100)	\$ 7,481.10
10.12.08	Mega Sale	\$ 3,000.00	15.1.09	Hong Chi (Dec 08)	\$ 480.00
10.12.08	Replacement of membership card	\$ 10.00	16.1.09	X'mas: Café de Cora \$30,600; Midas Ltd. \$650; Donny Siu \$8,395;	\$ 43,494.00
11.12.08	Sales of X'mas tickets	\$ 3,690.00		Michael Cheng \$3,164; Grace Ling \$685	
12.12.08	Donation - Visit to Haven of Hope Hospital	\$ 300.00	16.1.09	Yoga Class - Jack Chan (Oct/Nov 08-Dec/Jan 09)	\$ 9,710.00
31.12.08	Bank interest	\$ 9.70	21.1.09	Hong Chi (Dec 08)	\$ 24.00
14.1.00	Yoga Class (Oct/Nov 08)	\$ 4,800.00	5.2.09	Hong Chi (Jan 09)	\$ 432.00
14.1.09	Replacement of membership card	\$ 20.00	27.2.09	Ming Pao (Jan 09)	\$ 1,800.00
14.1.09	Yoga Class	\$ 2,530.00	16.3.09	Hong Chi (Feb 09)	\$ 480.00

14.1.09	Membership fees	\$	90.00	16.3.09	Lunch with university credit union rep - reimbursed to CM Lee	\$	180.00
14.1.09	Yoga Class (Dec 08/Jan 09)	\$	5,400.00	16.3.09	Yoga Class - Jack Chan (Feb/Mar 09)	\$	6,110.00
14.1.09	Yoga Class (Oct/Nov 08)	\$	2,590.00	1.4.09	Ming Pao (Feb 09)	\$	2,000.00
14.1.09	Donation - Visit to Haven of Hope Hospital	\$	1,000.00	1.4.09	Meet with the President	\$	1,600.00
15.1.09	Sales of X'mas tickets	\$	1,390.00	8.5.09	Cheque withdrawal - purchase of masks	\$	448.00
15.1.09	Membership fees	\$	60.00	13.5.09	Sales of face mask - paid by Michael Cheng, PURO	\$	78,778.00
21.1.09	Admin. fee - Tai Chi Class	\$	120.00	13.5.09	Ming Pao (Mar 09 \$2200; April \$2000)	\$	4,200.00
5.2.09	Membership fees	\$	30.00	13.5.09	Hong Chi (Mar 09)	\$	510.00
27.2.09	Mini Sale	\$	3,000.00	13.5.09	Hong Chi (April 09)	\$	528.00
27.2.09	Subsidies from UST	\$	44,101.79	13.5.09	Purchase of shopping bags	\$	1,500.00
27.2.09	Mini sale	\$	90.00	13.5.09	Chinese Dance - purchase of materials	\$	271.00
16.3.09	Adm fee \$330 & SA Asso. Membership fees \$60	\$	390.00				
16.3.09	Yoga Class (Feb/Mar 09)	\$	9,060.00				
23.4.09	Membership fees	\$	21,840.00				
23.4.09	Newspaper subscription (Ming Pao)	\$	359.00				
5.5.09	Purchase of face masks	\$	232.00				
7.5.09	Purchase of face masks	\$	14,048.00				
7.5.09	Purchase of face masks	\$	57,058.00				
11.5.09	Purchase of face masks	\$	920.00				
11.5.09	Purchase of face masks	\$	6,400.00				
11.5.09	Purchase of face masks	\$	120.00				\$ 262,780.10
13.5.09	Membership fees	\$	30.00				\$ 264,238.93
18.5.09	Membership fees	\$	120.00				
21.5.2009	Purchase of face masks	\$	448.00				
		\$	<u>527,019.03</u>		Bal b/d as at 22 May 2009		<u>\$ 527,019.03</u>