

## HONG KONG ARTS ADMINISTRATORS ASSOCIATION

Minutes of the 2015 Annual General Meeting held on Thursday, 18 February 2016 at 5:00pm  
at Flower Music (10/F Tack Building, 50 Gilman Street, Sheung Wan, Hong Kong)

Present: Mr Paul Tam (Chairman)  
Ms Maggie Chung  
Ms Ribble Chung  
Mrs Vennie Ho  
Ms Connie Lam  
Dr Patrick Mok  
Ms Flora Yu  
Ms Amanda Chui  
Ms Elizabeth Kwan  
Ms Helen Ng  
Ms Clarissa Wang  
Mr Yu Tsz Ki Randolph  
Mr Damon Yuen

Officer-in-Attendance: Ms Theresa Tsang (Manager)  
Mr Canice Chan (Senior Officer)  
Ms Cindy Wong (Senior Officer)  
Ms Debbie Ko (Management Trainee)

### **1. Members Present**

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

### **2. Minutes of the last AGM**

2.1 This item was deferred after Chairman's Address.

2.2 Draft minutes had previously been circulated to members seven days before the meeting. No emendations had been received. Connie Lam proposed and Ribble Chung seconded that they be accepted as a true record, and the minutes were approved unanimously.

### **3. Chairman's Address**

Contents of the Chairman's report were received with a vote of thanks to the Chairman.

- 3.1 With the support from the Hong Kong Arts Development Council (ADC)'s year grant and the funding of Arts Administration Internship Scheme, the Association now has a total of 4 full-time staff members, they are: Ms Theresa Tsang (Manager), Ms Cindy Wong (Senior Officer), Mr Canice Chan (Senior Officer) and Ms Debbie Yeung (Management Trainee). The Chairman also gave a vote of thanks to the former General Manager, Ms Winona Chan, who completed her contract in early July 2015.
- 3.2 In terms of funding, in the year under review (2014-15), ADC approved the Association's year grant of \$937,000. The Association was offered a Three-year grant from 2013-16 and the grant amount for 2015-16 is \$937,000. The Association would be applying the coming round of ADC Three-Year Grant for 2016-2019 and was looking forward to ADC's continuous support through the government's arts admin training funding and future increase in year grant. This would allow the Association's further development for the benefits of the arts administration field as well as the overall arts and cultural sector, by providing different training platforms for the arts managers. The Association was also seeking more funding resources, such as the Home Affair Bureau's Arts Capacity Development Funding Scheme (5<sup>th</sup> Round Funding Exercise), which an application had been submitted. Apart from funding opportunities, the membership fee is also an essential support to the Association's operational cost.
- 3.3 In respect of membership, it now stands at 147, with a diverse profile covering various sizes of arts groups or institutions with practitioners of various experiences ranging from CEO to younger administrators as well as students and from local and overseas. The Association had also been building its volunteer team and the number now stands at 322, from universities students to executives of different disciplines, who want to get involved and gain experience in arts administration. The diversity of the members and volunteers is believed to strengthen the Association's role in the arts field.
- 3.4 As for the activities of the grant year 2014-15, the Chairman reported on the following:
  - (i) A series of talks and workshops covering various topics and areas were organized to support members' and practitioners' continued education and development, such as Arts Leadership Talk Series by Mr Anthony Sargent CBE FRSA, "Connecting with Your Audiences – Knowing Ticketing Systems in Hong Kong" Seminar, networking events Arty Hour@HKAAA, to name a few.

Targeted for administrators of varied experience in the field, the talks and workshops had proven useful to, and had been well received by, attendees and fellow arts administrators. The Association aimed to invite more masters of the industry to continue to benefit the arts sector.

- (ii) The “Cultural Leadership Summit 2015 – Raising for our Future: Arts Funding and Philanthropy in Hong Kong” was co-organized by the Association and Leisure and Cultural Services Department. It was successfully held from 10 June to 11 June 2015 at Ko Shan Theatre New Wing with over 200 participants. The Association invited more than 30 people of the best minds from Hong Kong and overseas in the arts and creative industry to join the Summit in discussion and focused on developing the skills of individuals and arts organizations in seeking to fundraise from private sector, individual donors as well as their own board.

The “2016 Cultural Leadership Summit” was scheduled to be held on 31 May to 1 June 2016 at the Hong Kong Academy for Performing Arts. The theme would be “collaboration” and the conference would explore the possibilities of collaborations within the arts sectors and beyond, promoting more integration between different sectors for a prosperous future.

- (iii) The Association was invited by different schools and institutions in Hong Kong and overseas to present on themes related to arts administration. In the year of 2014-2015, there were more than a total of 500 people benefitted from the talks.
- (iv) The Association strives to support the advancement of a flourishing arts scene by establishing a network connecting arts administrators in local and neighbor areas. To link the shortages of different levels of work in the arts field with demands to arts jobs, the Association organized two rounds of Hong Kong Arts Administration Recruitment Day in January and August 2015, which provided opportunities of on-site interview and career talks and benefitted over 200 attendees each time. The Association would continue to provide the free recruitment platform for arts organizations.

3.5 In the aspect of communications, the Association had been communicating with its practitioners via its website, Facebook and e-newsletters. The Association’s website and Facebook page are particularly popular with much useful information such as

funding resources, job posting, arts news, featured events and research article for practitioners' usage. In the past one year, there was a 48% increase (around 2,800) of likers on Facebook and a 57% increase (over 14,400) of monthly unique visitors to the Association's website. The Association also built partnership with over 70 different arts groups, large and small, to collaborate or offer benefits to our members.

- 3.6 In policy advocacy, the Association would enhance its role in advocacy for the development of a healthy local arts scene. In the past year, the Association was invited by the media to share views on several arts-cultural issues, which helped extended its standpoints. The Association would also continue to participate in the exercise to nominate representatives of arts interests in Hong Kong Arts Development Council Nomination Exercise 2016 and our eligible members might apply for registration as voters. Details would be announced in due course.
- 3.7 The Chairman was grateful to the support from the board and looked forward their continuous support and contribution to the Association.

#### **4. Amendment of Memorandum & Articles**

Members noted that the Memorandum and Articles of the Association was to be amended. Proposed by Vennie Ho and seconded by Patrick Mok, the following amendments were unanimously approved:

- 4.1 Subclause (1) of Clause 20 of the Articles of the Association to be amended as follows:  
*(1) Members of the Board (except one which shall be elected in accordance with subclause (2) and (3) hereinafter following) shall be elected from the Full and Corporate Members at the Annual General Meeting every two years, and shall hold office until the conclusion of the next following Annual General Meeting but shall be eligible for re-election.*
- 4.2 Subclause (2) of Clause 20 of the Articles of the Association to be amended as follows:  
*(2) Associate Members shall elect every two years amongst themselves, one representative to become a member of the Board.*
- 4.3 Subclause (7) of Clause 20 of the Articles of the Association to be amended as follows:  
*(7) The Chairman shall be eligible for re-election only up to six consecutive years.*

#### **5. Election of Directors**

The following Board members had resigned and offered themselves for re-election as

directors: Benny Chia, Celina Chin, Maggie Chung, Ribble Chung, Vennie Ho, Connie Lam, Patrick Mok, Alfredo So, Eve Tam, Paul Tam and Flora Yu. Proposed by Vennie Ho and seconded by Flora Yu, the motion was unanimously adopted.

Having ascertained eligibility in accordance with the Association's Articles, the office bearers remain unchanged as follows:

Mr Paul Tam as Chairperson  
Mr Benny Chia as Vice-Chairperson  
Ms Celina Chin as Treasurer  
Mrs Vennie Ho as Hon Secretary

**6. Directors' Report and Audited Accounts**

Members noted the Audit Report and the Financial Statements for the period of 1 July 2014 to 30 June 2015. Proposed by Vennie Ho and seconded by Maggie Chung, it was resolved that the report be received and approved. The motion was carried unanimously.

**7. Appointment of Auditors**

Three quotations of audit firms were obtained for selection and it was agreed that Golden Mark & Company was the best-value-for-money firm. Ribble Chung proposed and Vennie Ho seconded the resolution to re-appoint Golden Mark & Co. as the external auditor of the Association until the next annual general meeting of the Association. The resolution was carried unanimously. Members noted that a fee quotation of HK\$10,000 with \$300 disbursements fee was received from the auditor.

**8. General Questions**

8.1 There being no questions raised.

8.2 The meeting was adjourned at 6:00 pm.

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Paul Tam  
Chairman