



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

1/F, Parklane Building, No. 235 Queen's Road Central, Sheung Wan, Hong Kong
Tel: (852) 2877 7268 Fax: (852) 3104 0090 Email: info@hkaaa.org.hk Website: www.hkaaa.org.hk

HONG KONG ARTS ADMINISTRATORS ASSOCIATION LIMITED (2017-2018)

MINUTES OF THE 2017 ANNUAL GENERAL MEETING HELD ON 3 MARCH 2018 (WEDNESDAY) AT 7 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:

- Mr Paul Tam
- Dr Celina Chin
- Dr Patrick Mok
- Mrs Vennie Ho
- Ms Enid Chung
- Ms Flora Yu
- Dr David Tsui
- Mr Raymond Wong
- Mr Damon Yuen
- Mr Toby Lai
- Ms Kitty Cheng
- Mr David Lam
- Ms Gina Ching
- Mr KB Chan
- Ms Helen Ng (HKADC)

Officer In Attendance:

- Ms Theresa Tsang
- Ms Wendy Lam
- Ms Chelsea Zhang
- Ms Yuki Cheng

1. **Members Present**

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



2. Chairman's Address

2.1 With the support from the Hong Kong Arts Development Council (ADC)'s year grant and the funding of Arts Administration Internship Scheme (AAIS), the Association now has a total of 3 full-time staff and 1 part-time staff, they are: Ms Theresa Tsang (Manager), Ms Wendy Lam (Assistant Manager), Ms Chelsea Zhang (Management Trainee) and Ms Yuki Cheng (Part-time Intern).

2.2 In the year under review (2016-2017), ADC approved the Association's Year Grant of HK\$880,000. The Association was offered a Three-year grant from 2016-19 and the grant amount for 2017-18 is HK\$800,000 while it was HK\$880,000 for 2016-17. More, the Association had continued to successfully apply the ADC 4th Arts Administration Internship Scheme for 2017-18, with an amount of HK\$171,900 to support a salary of our Management Trainee for one year.

Furthermore, the Association received the confirmation from ADC earlier that to support a new project "Essential Guide to Arts Management", with an amount of HK\$274,000. This upcoming project will be a set of training for arts administrators. More details will be announced in April/May 2018.

2.3 The Association has also been seeking for more funding resources, such as the Home Affairs Bureau (HAB)'s Arts Capacity Development Funding Scheme (7th Round Funding Exercise), which an application has been submitted.

2.4 Our Membership now stands at 170, with a diverse profile with practitioners, junior to senior arts administrators as well as students, from local and overseas.

In last year, we have extended the member's categories to Corporate. Up to Feb 2018, we have 8 organizations registered under Corporate account which are:

Hong Kong Arts Festival, Hong Kong Chinese Orchestra, Hong Kong Ballet, Hong Kong Philharmonic Orchestra, Chung Ying Theatre, Zuni Icosahedron, Tai Kwun and Hand Group Limited.



Currently, we have 388 registered volunteers from universities students to executives of different disciplines, who want to get involved and gain experience in arts administration. They support the Association regular work and especially for the Cultural Leadership Summit.

2.5 As for the activities of the grant Year 2016-17, the Chairman reported on the following:

(i) Talks and Workshops

A series of talks and workshops were organized including Arty Hours which is a platform for members/volunteers networking; a new series “Meet the Arts Leaders” kick started by the fellow arts administrator, Ms Helen Ng.

(ii) Cultural Tours

The Association also organized a two-day trip to Guangzhou with a group of arts administrators. This cultural tour provided a chance to experience the Guangdong Modern Dance Week performance by City Contemporary Dance Company together with some venue site visits such as Guangzhou Grand Theater and Xinghai Concert hall.

(iii) Cultural Leadership Summit 2017

The Cultural Leadership Summit 2017 – Building Our Future was held successfully on 26 – 27 September 2017 at the Hong Kong Academy for Performing Arts (HKAPA), with our partners West Kowloon Cultural District Authority (WKCDA), Arts with the Disabled Association Hong Kong (ADA), Australian Consulate-General Hong Kong, Hong Kong Arts Centre (HKAC) and Kwang Hwa Information and Culture Center. Throughout two-day summit, over 30 speakers and moderators from a diverse background to join us in discussion, including technology experts from Facebook and Google. The event had included talks, workshops, roundtable discussions and networking sessions which attracted more than 400 participants attended, from junior to senior arts managements, representatives from government and consulates.

(iv) Schools and Institutional Talk



The Association had been invited by different schools and institutions to present on arts administration related talks, including Education University of Hong Kong, School of Continuing and Professional Studies of CUHK, and Young Friends from Hong Kong Arts Festival.

(v) HKAAA Recruitment Day 2017

Recruitment Day was successfully held on 15 July 2017 at HKICC Lee Shau Kee School of Creativity with a great success and attracted over 200 attendees. There were 9 arts organizations joined the onsite interviews and organization information booth. For this year, we have added the CV consultation service for the participants with a positive feedback.

(vi) Policy Advocacy

The Association has constantly inquired on the needs of the arts industry by constructing dialogues, conducting evaluations and surveys. In the past year, the Association consulted small surveys for the arts industry on different topics including the skills that are most required by these small to mid-size organizations for arts administrators, training needs for overseas touring and views on URBTIX system.

HKAAA representatives also meet government officials regularly to discuss the circumstances of the local arts scene, including the need of training of arts administrators and some of the challenges of arts administrators, such as low salary and huge workload. Some of the government official we met in 2016-17 includes representatives from Home Affairs Bureau (HAB) and Legislative Council (Legco) Mr Ma Fung-kwok.

We also invited representatives from the government to discuss policy issues with the public, such as a post-policy address talk in October 2017 with representatives from Commerce and Economic Development Bureau (CEDB) and HAB.

3. Minutes of the last AGM

Draft minutes had previously been circulated to members with the Notice of



Meeting. No emendations had been received.

Paul Tam proposed and Flora Yu seconded that they be accepted as a true record, and the minutes were approved unanimously.

4. Election of Directors

The following Board Members offered themselves for re-election as directors:

Paul Tam as Chairman, Celina Chin as Vice Chairman, Patrick Mok as Honorary Treasurer, Vennie Ho as Honorary Secretary, Enid Chung, David Tsui, Ribble Chung, Eve Tam, Connie Lam, Flora Yu.

Proposed by Vennie Ho and seconded by Paul Tam, the motion was unanimously adopted.

5. Directors' Report and Audited Accounts

Members noted the Audit Report and the Financial Statements for the period of 1 July 2016 to 30 June 2017. Members received and approved the reports.

The motion was adopted. Proposed by Enid Chung and seconded by Patrick Mok, the motion was unanimously adopted.

6. Appointment of Auditors

Three quotations of audit firms were submitted for the selection. All members agreed that Golden Mark & Company to be the external auditor for 2017-18 as this is a trustworthy firm which worked for the Association for many years. The resolution was carried.

Proposed by Celina Chin and seconded by Patrick Mok, the motion was unanimously adopted.

Members noted that Golden Mark & Company will charge HK\$10,500 with HK\$300 as audit fee and disbursements.



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

1/F, Parklane Building, No. 235 Queen's Road Central, Sheung Wan, Hong Kong
Tel: (852) 2877 7268 Fax: (852) 3104 0090 Email: info@hkaa.org.hk Website: www.hkaa.org.hk

7. General Questions

- 7.1 There being no questions raised.
- 7.2 The meeting was adjourned at 8:15 pm.

Paul Tam

Chairman

Date: