



# The Hong Kong Academy of Nursing Limited

## 香港護理專科學院有限公司

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Company Registry No. 1669544

### **Minutes of the 9th Annual General Meeting**

Held on 20 June 2020 (Saturday), 9:30 a.m.

HKAN Conference Room, LG1, School of Nursing, Princess Margaret Hospital  
232 Lai King Hill Road, Lai Chi Kok, Hong Kong SAR

#### **Present**

#### **The Hong Kong Academy of Nursing Limited (“Academy”) Office Bearers**

Prof. WONG Kam Yuet, Frances	President
Ms. LEE Wai Yee, Susanna	Vice President (Internal)
Prof. CHAIR Sek Ying	Vice President (External)
Ms. NG Yee Man, Winnie	Hon. Secretary
Ms. CHAN Sau Kuen, Becky	Hon. Treasurer

#### **Institutional Member Representatives**

Mr. WONG Kin Wing, Jimmy	President, HK College of Community & Public Health Nursing
Ms. HO Ka Man, Carmen	President, HK College of Critical Care Nursing
Prof. LOKE Yuen Jean Tak Alice	President, HK College of Education & Research in Nursing
Dr. CHAN Chi Chung	President, HK College of Emergency Nursing
Ms. CHAN Sau Kuen, Becky	Vice President, HK College of Gerontology Nursing
Ms. Winnie CHENG	Proxy, HK College of Medical Nursing
Mr. MAK Kwok Fung, Michael	President, HK College of Mental Health Nursing
Ms. CHAU Mo Ching, Macy	President, HK College of Midwives
Ms. CHONG Yuen Chun, Samantha	President, HK College of Nursing & Health Care Management
Ms. Rebecca NG	Proxy, HK College of Orthopaedic Nursing
Ms. LEE Wai Yee, Susanna	President, HK College of Paediatric Nursing
Mr. CHAN Hin Cheong, Vincent	President, HK College of Perioperative Nursing
Ms. OR Yuen Mai, Amy	President, HK College of Surgical Nursing

#### **Members**

Dr. LUM Shun Sui Susie	Immediate Past President
Ms. CHEUNG Yuk Hung, Kathy	Council, The Hong Kong Academy of Nursing
Prof. FUNG Yuk Kuen, Sylvia	Council, The Hong Kong Academy of Nursing
Dr. CHOW Yu Fat	Council, The Hong Kong Academy of Nursing
Mr. Andrew TSE	Council, The Hong Kong Academy of Nursing
Ms. CHAN Lai Hung Jane	FHKAN (HKCCPHN)
Ms. CHOW So Yan Grace	FHKAN (Medical)

Ms. LAW Siu Ming Susan	FHKAN (Surgical)
Ms. Manbo MAN	FHKAN (Midwives)
Ms. Alice TSO	FHKAN (Management)
Ms. Hon Sin Ming Alice	FHKAN (Gerontology)
Ms. NG Sze Ka	FHKAN (Paediatric)

### **In attendance**

Mr. CHAN Wai Hei, William	HKAN Honorary Auditor
Ms. Canice CHENG	Assistant to Mr. William CHAN
Ms. Annie CHAN	Co-opt member, HKAN Council
Mrs. TIEN LUK Sau Kuen, Gloria	Hon. Executive Consultant, HKAN
Ms. LEUNG Sui Kei, Civy	Hon. Professional Consultant, HKAN

### **Apology**

Ms. LI Yuk Lin, Helena	Vice President (Education)
Ms. HUIE-ROSE Chi Kwan	President, HK College of Cardiac Nursing
Ms. KONG Ching Yan, Ivy	President, HK College of Orthopaedic Nursing
Ms. TANG Wai Chun, Alice	Representative, HK College of Orthopaedic Nursing
Mr. Lester HUANG	Legal Advisor

### **Minutes of Meeting**

#### **1. Quorum**

Prof. Frances K.Y. WONG, President, announced that due notice of meeting had been given to all Members and confirmed that there was sufficient quorum.

#### **2. Confirmation of minutes of last AGM**

- 2.1 Prof. Frances K.Y. WONG, President, welcomed Members to the 9th Annual General Meeting at 9:30 a.m.
- 2.2 Prof. WONG advised that the Minutes of the 8th AGM held on 22 June 2019 had been circulated prior to the meeting. There was no amendment to the minutes. Mr. Michael K.F. MAK proposed and Ms. Carmen K.M. HO seconded to confirm the AGM minutes.

#### **3. President Report**

- 3.1 Prof. Frances K.Y. WONG gave a detailed report of the work of the Academy in the past 12 months. The President Report included the achievements of the Council and its Committees, reports on the Academy Office, workshops, interviews with the media, meetings with the stakeholders and Government departments. It was noted that the Academy had been involved in many local and national professional activities.

- 3.2 The year of 2019/2020 is a historic year for Hong Kong people, and likewise for nurses who have undergone a very challenging combat of pandemic outbreak of COVID-19 since January 2020. The HKAN has taken a series of action on COVID-19 including:
- Suggestions to HK Government (Letter to Chief Executive, copy to Chief Secretary, Financial Secretary, Food & Health Bureau, Department of Health, Honorary Advisors)
  - Press Release to medias about our suggestions and actions to support nurses working in the frontline
  - Hotlines set up for Nurses and Patients' enquires
  - Call for volunteers to support frontline nurses via HKAN system, Facebook, Website and Colleges
  - Seek CM(N)/HA's support to hasten LN's recruitment
- 3.3 With the upcoming implementation of the Voluntary Scheme on Advanced/Specialized Nursing Practice, The HKAN and its Colleges were invited to set up panels to formulate the relevant core competencies for each individual specialty. As in May 2020, 16 panels were formed for under 16 specialties.
- 3.4 The HKAN and The Hong Kong College of Community & Public Health Nursing were invited by Food & Health Bureau (FHB) to conduct training courses for DHC nurses. The first two "Post-registration Certificate Course in Primary Health Care Nursing (PRCC PHC-DHC module) were conducted from 20 August 2019 and 11 January 2020 respectively.
- 3.5 An Evaluation meeting with HAHO was conducted on 8 July 2019. It was confirmed that the 4 pilot Specialties (Critical Care, Medical, Midwives & Pediatric) would continue with the scheme. Another 4 Specialties (Cardiac, Education & Research, Emergency & Orthopedics) were endorsed by HAHO to join the scheme. The Scheme and the Mentorship List would be reviewed annually.
- 3.6 The HKAN planned to conduct the 1<sup>st</sup> International Advanced Practice Nursing Conference (IAPNC) on 20 – 22 November 2020, in collaboration with Department of Health, Hospital Authority, and seven universities and higher education institutions in Hong Kong. The theme would be "Nurses and Midwives – Catalyst for a Brighter Future in Health".
- 3.7 Prof. WONG thanked Patron, Honorary Advisors, Honorary Auditor, Honorary Legal Advisor, Honorary Consultant, Honorary Executive Consultant, and the Office staff for their support to the Academy.

#### **4. Audited Financial Report**

- 4.1 Prof. Frances K.Y. WONG called upon Ms. Becky S.K. CHAN, Honorary Treasurer, to report the Financial status of HKAN. Ms. CHAN reported that the reports had been circulated to Members prior to the meeting.
- 4.2 Ms. CHAN reported that as at the year ended 31<sup>st</sup> December 2019, the accumulated fund was HK\$6,522,144. During the financial year of 2019, a total of HK\$5,076,910 revenue was generated and HK\$3,514,525 operating expenses were incurred. No provision for

Hong Kong profits tax had been made as the Academy was exempted from all taxes pursuant to Section 88 of the Inland Revenue Ordinance with effect from 8 January 2015. The net surplus for the year 2019 was HK\$1,562,385.

- 4.3 Mr. Vincent H.C. CHAN proposed and Ms. Carmen K.M. Ho seconded to accept the Audited Financial Statements and Report of the Auditor for the period ended 31<sup>st</sup> December 2019.

## 5. Appreciation to the Outgoing Members

Prof. Frances K.Y. WONG thanked Dr. Susie S.S. LUM, Ms. Winnie Y.M. NG and Ms. Susan S.M. LAW, for the unfailing support to the Academy in the past years.

## 6. Election of the Elected Council Members

- 6.1 With the outgoing Council Members – Prof. Frances K.Y. WONG and Ms. Winnie Y.M. NG, there were two council seats to be filled at this AGM. Two nominations were received. The nominees were:

Nominee's Name	Fellow Member	Nominated by
Ms. CHAN Lai Hung, Jane	FHKAN (C&PH –Primary Health Care)	HK College of Community & Public Health Nursing
Ms. CHAN Yin Ping, Annie	FHKAN (Nursing & Health Care Management)	HK College of Nursing & Health Care Management

- 6.2 Prof. Frances K.Y. WONG introduced the nominees to the Members and each nominee gave a 3-minute of self introduction.
- 6.3 Prof. Frances K.Y. WONG reminded that only the Institutional Members could vote for the election of Council Members and the Institutional Members could appoint proxy to vote.
- 6.4 Mr. Andrew TSE and Honorary Auditor, Mr. William W.H. CHAN served as the two witnesses to the election process.
- 6.5 The election was by ballot and the two nominees with the highest votes would be elected.
- 6.6 Due to the absence of Ms. Cynthia HUIE-ROSE without proxy, there were only 13 Institutional Members who could vote for the election at this AGM.
- 6.7 The ballot papers were distributed to the representatives of all Institutional Members. Ms. Winnie Y.M. NG and Ms. Gloria S.K. LUK examined and counted all the 13 returned ballot papers which were valid and correct.
- 6.8 Prof. WONG announced that Ms. CHAN Lai Hung Jane and Ms. CHAN Yin Ping Annie got the two highest votes and were elected as Council Members.

## **7. Re-Appointment of Honorary Legal Advisor**

Prof. Frances K.Y. WONG thanked Mr. HUANG Garson Lester, JP, the Honorary Legal Advisor, for the unfailing support to the Academy in the past years. Ms. Becky S.K. CHAN proposed and Prof. Sylvia Y.K. FUNG seconded to re-appoint Mr. HUANG Garson Lester, JP, to be the Honorary Legal Advisor.

## **8. Re-Appointment of Honorary Auditor**

Prof. Frances K.Y. WONG thanked Mr. CHAN Wai Hei William, Honorary Auditor, for the unfailing support to the Academy in the past years. Ms. Susanna W.Y. LEE proposed and Ms. Amy Y.M. OR seconded to re-appoint Mr. CHAN Wai Hei William to be the Honorary Auditor.

## **9. New Immediate Past President**

This is the last AGM chaired by Prof. Frances K.Y. WONG in the position of President. She expressed her vote of thanks to all members' support during the past years. Members also expressed thanks to the leadership of Prof. WONG during her term of service.

## **10. Any Other Business**

10.1 There was no other business.

10.2 The meeting was adjourned at 10:40 a.m.

Confirmed This on The 26th Day of June 2021

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Ms. NG Yee Man, Winnie  
Secretary to the HKAN 9<sup>th</sup> AGM  
The Hong Kong Academy of Nursing Ltd

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Prof. WONG Kam Yuet Frances  
President  
Chairperson to the HKAN 9<sup>th</sup> AGM  
The Hong Kong Academy of Nursing Ltd