



香港照明學會 CIE (Hong Kong) Limited

Member of CIE (Commission Internationale de l' Eclairage)

MINUTES OF MEETING NO. 1 OF THE BOARD OF ADMINISTRATION 2018/2019 HELD AT POLYTECHNIC UNIVERSITY 14th November 2018

PRESENT

Mr. Ken Lo	(KL)	Chairman
Dr. T. M. Chung	(TMC)	Immediate Past Chairman
Dr. Roger Ng	(RN)	Vice Chairman
Mr. Patrick PY Yu	(PY)	Vice Chairman
Mr. Peter Lam	(PL)	Hon. Treasurer
Mr. Jackson Leung	(JaL)	
Mr. Hugh Wong	(HW)	
Mr. Joseph Leung	(JL)	
Mr. K.S. Mak	(KS)	
Mr. Simon Chung	(SC)	
Ms. Sunny Kong	(SK)	
Mr. Thomas HM Chan	(HM)	
Mr. Jack Tsang	(JT)	
Mr. Daniel Wong	(DW)	
Mr. Jason Cheung	(JC)	
Mr. Chris Tam	(CT)	

APOLOGY

Ms. Macy Wong	(MW)	Hon. Secretary
Dr. Tommy Wei	(TW)	
Mr. Lawton Lee	(LL)	
Mr. Johnny Wong	(JW)	
Mr. Spes Stanley Ku	(SSK)	
Mr. Steve Wong	(SW)	
Mr. Anthony Chong	(AC)	

1. Minutes of Last Meeting

Due to sudden unexpected of engagement of Hon. Secretary at the other meeting, the Minutes of Last Meeting is not available for review and comment. It will be review at next Meeting.

2. Minutes of this Meeting

2.1 Election of Office Bearers

2.1.1 The BOA members proceeded to elect the BOA office bearers for the session 2018/2019.

2.1.2 KL reported that no nomination for the office bearer positions was received by post or email.

2.1.3 BOA proceeded to give nominations at the meeting. An election by vote on the paper was conducted immediately after receiving nominations. The nominations and result of the election are as follows:

<u>Position</u>	<u>Nominations</u>	<u>Proposer & Supporter</u>	<u>Elected</u>
Chairman	Ken Lo	RN + PL	Ken Lo
Vice Chairman (two vacancies)	Roger Ng Patrick Yu Jackson Leung Tommy Wei	KL + JC JaL + SK SC + HW JT + DW	Roger Ng Patrick Yu
Hon. Treasurer	Peter Lam	SC + KS	Peter Lam
Hon. Secretary	Macy Wong Sunny Kong	TMC + HW JaL + HM	Macy Wong

2.3 Election of Sub-committee Leaders

2.3.1 The leaders of various sub-committees were nominated and elected as follows:

<u>Sub-committee/Sub-working group</u>	<u>Leader</u>	<u>Proposer & Supporter</u>
Technical Publication	Roger Ng	JC + JT + HM
Membership Welfare	KS Mak & Sunny Kong	SK + CT & HW + JL
Technical Visit/Event	Lawton Lee & Jack Tsang	PL + HM & JaL + SK
Professional Short Course	KS Mak & Roger Ng	RN + DW & JaL + KS
External Liaison (Local)	Joseph Leung	JaL + KS
External Liaison (Outside HK)	Patrick Yu & Tommy Wei	JaL + KS & SK + PL
Web Master	Jackson Leung	JL + JT
Membership Card	Jackson Leung	RN + JC

2.4 Election of CIE divisional representatives

2.4.1 CIE divisional representatives were selected as follows:

<u>Division</u>	<u>Representative</u>	<u>Proposer & Supporter</u>
1 – Vision and Colour	Tommy Wei	TMC + RN
2 – Physical Measurement of Light and Radiation	TM Chung	RN + SK
3 – Interior Environment & Lighting Design	Jackson Leung	SK + JL
4 – Transportation and Exterior Applications	Jason Cheung Thomas HM Chan	JaL + PL JaL + SK
6 – Photobiology & Photochemistry	TM Chung	RN + PL
8 – Image Technology	TM Chung	SC + KS

2.5 Membership Welfare

2.5.1 There was no new information on membership welfare.

2.5.2 KS & SK together with JT, DW & HM will prepare the proposal of Chinese New Year gathering for our members about venue and budget for next meeting discussion. Date will be on end Feb 2019 after Chinese New Year.

2.6 Technical Visit/Event

2.6.1 There is no update information from SSK as per the last BoA meeting discussed about overseas technical visit to European countries.

2.7 Treasurer Report

2.7.1 PL reported that the account was healthy. Current saving account with approx. HK\$ 1.22 million.

- 2.7.2 PL reported CIE HK mailing address has officially changed to Derek Ng and Company. All the mail received will be forwarded to PL's office by courier.
- 2.7.3 PL will send the email notices to our members as well as the business partners, suppliers and other Institutes about our mailing address changed.
- 2.7.4 PL will inform Derek Ng and Company about the updated list of Office Bearers as well as the list of BoA members.
- 2.7.5 PL will contact MW for the new chop order with 7 pcs. Each Office Bearer with 1 pce and Derek Ng & Company with 2 pcs for receipt of document purpose.
- 2.7.6 PL will check with Derek Ng & Company whether any business direct line for CIE HK at their office like the hotline to for taking enquiry, then forward the information to our BoA for follow up?
- 2.7.7 PL reported CIE HK currency account signature are under TMC, KL, PL and LL.
- 2.7.8 PL proposed to continue offer the scholarship to lighting student projects similar to the one started at FY1718.

2.8 Professional Short Course

- 2.8.1 RN & KS will work on the proposal on the coming 2019 PSC theme, topic and venue, then discuss on next BoA meeting.

2.9 International Lighting Symposium

- 2.9.1 Proposed Preliminary date 2019 International Lighting Symposium on either October 18th or 25th.
- 2.9.2 PL will contact Kowloon Shangri-La Hotel check the function room availability and charge.
- 2.9.3 Will follow up with TW about CIE Visual Appearance Workshop 2020 in Hong Kong and evaluate whether we should combine the International Lighting Symposium together with the Workshop. Will discuss on next BoA meeting.

2.10 AGM and Annual Dinner

- 2.10.1 Proposed AGM and Annual Dinner on either October 18th or 25th.

2.11 Website

- 2.11.1 JaL reported the CIE HK website resume normal operation. JaL also reported the Suspended of CIE HK website due to overdue payment to Hostmaster company. The Hostmaster email database has no updated and still sending the invoice to Dr F C Chan former CLP email address, the printed invoice sent to Philips Electronic Hong Kong office located at Shatin Science Park and lost.
- 2.11.2 JaL reminded all BoA member to provide the update photo for him update at CIE HK homepage.
- 2.11.3 KL will arrange sending the CD ROM of 2018 AGM and Annual Dinner to JaL office for upload the photos to CIE HK homepage.
- 2.11.4 JaL will create a pop up window at CIE HK homepage to remind the mailing address changed.

2.12 Membership Card

- 2.12.1 JaL will prepare the new membership card for Session April 2019 to March 2020 for our member.

3. Any Other Business

- 3.1 Remind MW to prepare the meeting of minutes recording there are 3 BoA directors resigned with effective on Oct 2018 and need update the company registry.
- 3.2 Remind MW to issue the email to CIE CB about the Office Bearers, BoA as well as CIE Divisional representatives changed.

3.3 SK proposed to create the CIE Tie, CIE Scarf and CIE Jacket for our event and our VIP guests. SK will collect information, design and quotation for next meeting further discussion.

4. Next Meeting:

4.1 The next meeting would be on December 11th 2018.

Chairman of CIE (Hong Kong)