

Minutes of International Research Enrichment Students' Society, HKUSTSU, Annual General Meeting 2015 Session I

Date: 14 March, 2014

Commencement Time: 19:19

Chairperson: Chan Chi Wai (Ivy)

Minutes Takers: Mak Wing Kwan (Esther), Wu Tsz Chun (Johnny)

Agenda item 1. To commence the meeting

Number of attendees: 12

The quorum was met. Chairperson Chan Chi Wai (Ivy) started the meeting at 19:19.

Agenda item 7. To Vote and announce the Honorary Members

Yeung Lok Yiu(樂) raised the motion and Wong Sheung Kin Ken(超人) seconded. The motion was passed with the quorum's consensus.

The item was discussed. Committee of last year should be elected automatically. There were discussions in whether Wu Jeremy Yong Xin could be honorary member as Wu Jeremy Yong Xin was part of the proposed executive committee during promotion period but he resigned during AGM. However, he helped the exco a lot. Exco of Catalyst proposed Wu Jeremy Yong Xin should be one of the honorary members.

The item was laid on table until the next session of AGM. Yeung Lok Yiu(樂) raised the motion and Wong Sheung Kin Ken(超人) seconded. The procedure motion was passed with the quorum's consensus.

Agenda item 2. To receive and adopt the agenda of IRESS, HKUSTSU Annual General Meeting 2014

Yeung Lok Yiu(樂) raised the motion and Wong Sheung Kin Ken(超人) seconded. The motion was passed with the quorum's consensus.

Agenda item 3. To receive and adopt the minutes of IRESS, HKUSTSU Annual General Meeting 2014.

There were 5 AGM last year, regarding the events, evaluations and comments from members. The annual report of Iris and year plan of Catalyst were passed. The end time of the meetings were missing. It was suggested that agenda should be attached in the minutes.

The item was laid on table until the next session of AGM.

Yeung Lok Yiu(樂) raised the motion and Wong Sheung Kin Ken(超人) seconded. The procedure motion was passed with the quorum's consensus.

Agenda item 4. To receive and adopt the minutes of IRESS, HKUSTSU Extraordinary General Meeting 2013

There were 6 EGM last year. The First EGM was about the withdrawal of the general secretary, Qianting, from the cabinet, Catalyst. It was suggested to include the reason of resignation of Qianting. The Second EGM was dismissed as the quorum was not met. The third and fourth EGM was about year plan and financial budget. The fifth EGM was about the changing of society name to IRESS. The sixth EGM was about Lam William would be going on exchange.

The item was laid on table until the next session of AGM.

Yeung Lok Yiu(樂) raised the motion and Wong Sheung Kin Ken(超人) seconded. The procedure motion was passed with the quorum's consensus.

Agenda item 5 & 6. To receive and adopt the Annual Report and Financial Report of IRESS, HKUSTSU, Session 2013 – 2014.

Yeung Lok Yiu(樂) motioned to combine agenda item 5 and 6 as Lam William went on exchange. The motion was seconded by Lau Sze Cheung (Karen). The motion was passed with the quorum's consensus.

Inauguration

The inauguration was held on April 26th, 2013. It was a Friday, which would be more convenient for all societies. There were 320 participants. Division of Labour were discussed in the meeting of EVP. 2013 was the year of double cohort, therefore, the number of exco was double of 2012.

At 16:30, MBMSSS excos had started simple decorations like hanging flower balls. Professors and students were reminded not to interfere the decorations. Sign board was borrowed from Magic Club. We started decorating LTB at 18:00.

Helpers went to the bus stop to pick the guests up.

The sound effect was not as expected as there was technical problem. There were problems in the slide show. It was caused by the late submission of PPT by all the societies.

ExcOs of every societies were expected to help in cleaning up the venue. However, most of the excOs of other societies went to celebration. Only a few helpers helped in cleaning up.

The remaining cloth was left for Ocamp and game decoration.

For the promotion aspect, the promotion society had hanged banners in Atrium, prepared pull-up board, poster, Sitting card, Name Card, envelop...etc.

The banners were allowed to put up in Atrium for one day. Other societies had agreed to flip their banner backward for half to one day. Most of the societies in UST were very easy to approach while there were some difficulties with non-local societies.

Evaluation:

- The workload of each societies were very different. Some had heavy workload before the inauguration while some after the ceremony.
- It is suggested to buy the decoration instead of making it by ourselves to save cost.
- During the meeting of EV, it was noted that BICH and MATH have better relationship with MBMS while CHEM and BIO support PHY. The good relationship made it easier for our voices to be heard and discussed.
- LTB is not the best venue as it is difficult for the people sitting in the middle to go out.
- The agreement was not strictly followed. Many societies had passed the deadline. We should have penalised the societies which has violated the agreement.
- It was always difficult to invite helpers for MBMS as we had too few members.
- IT should be separated from decoration.
- EV is expected to chat with other societies instead of doing work.
- It is suggested to invite Prof KC by official email.
- We had befriended other societies from other universities and got their contacts. We had also promoted ourselves to them. It is advised that we could send mass invitation email to them.
- We had also got the contact for house exco for future cooperation. We talked to them during the refreshment time.
- We had attended the inaugurations of other universities.
- The contact database has been made up.
- We had compromised with Aiesec and Band Soc to flip their banners. Originally we needed to pay \$100, but at last they gave in.
- It was advised to book the counter outside the lecture theatre as some other parties may book there for functions. It was not creditable if other functions were held outside the inauguration venue.

Class Photo Taking

The order of class photo was done by Facebook so that all the members could see the photos. We originally planned to distribute the photo frames to members. However, it was unexpected that the photo frame had not arrived.

We had called the members as well as printed all the poster. We arranged the time to fit most of the members.

Evaluation:

- The photos were not as high quality as expected as it was very foggy on that day.
- It is suggested to check the camera and bring an extra camera for the event.
- The delivery of photo frames was delayed.
- The photos were not presented as a free gift as the quality is not as expected.

Graduation Party

The graduation party was held outside Milano. We had arranged the seats in a long row so that they could sit together. We put some candles and dry flower to make a romantic atmosphere. We had presented a wooden book mark as gift. We had played photo scavenger hunt before the graduation party. We prepared a cake for the graduates. During that time, we presented a video for the graduates. We also held the lucky draw. The gifts were puzzle. We had a guessing the drink game.

Evaluation:

- There were not many participants in photo scavenger because they had to hand in the report.
- We talked to Milano for the arrangement during that time.
- The candles were wasted as they could not be lighted up.
- The bookmark was beautiful but not very useful.
- There were more food than expected.
- It was a bit hot at the beginning, after the sunset, the weather was cooler.
- There were not many mosquitoes as there were wind.
- There were many uncertainties as the venue was outdoor. Our backup plan was holding the event inside LG7.

Yeung Lok Yiu(樂) motioned to lay the unfinished items on table until the next session of AGM. It was seconded by Wong Sheung Kin Ken (超人). The motion was passed with the quorum's consensus.

The meeting was adjourned at 23:12.

Prepared by,

Mak Wing Kwan,
General Secretary,
IRESS, HKUSTSU, Session 2014-2015

Approved by,

Lau Sze Cheung,
President,
IRESS, HKUSTSU, Session 2014-2015