



香港房屋經理學會

The Hong Kong Institute of Housing

1988年創會 Established in 1988

1997年按香港法例第507章成立 Incorporated in 1997 under Cap. 507, Law of Hong Kong

2020年物業管理業監管局認可專業團體 PMSA Recognised Professional Body in 2020

20 June 2022

To: All members

Annual General Meeting

Notice is hereby given that the Annual General Meeting of The Hong Kong Institute of Housing (“the Institute”) will be held on **22 July 2022 (Friday) at 4:00 p.m. at Harbour and Windsor Room, 28/F The Park Lane Hong Kong, a Pullman Hotel, 310 Gloucester Road, Causeway Bay, Hong Kong** (location map at **Annex V**) for the purpose of considering and passing the following resolutions of the Institute:-

Agenda

1. To confirm minutes of the last Annual General Meeting held on 18 June 2021
2. To receive President’s Report
3. To receive Hon. Auditor’s Report for 2021
4. To elect officers and members of the General Council for 2022/2023
5. To appoint Hon. Auditor for 2022/2023
6. To appoint Hon. Legal Advisor for 2022/2023
7. To note the revision of 2023 Annual Subscription for Registered Students and Retired Members of the Institute (Please refer to **Annex IV**)

Enclosed please find the Income & Expenditure Account, Balance Sheet and Report from Treasurer for the financial year 2021 at **Annex I**. A nomination form of officers and members of the General Council for 2022/2023 is at **Annex II**. Nominations should be made only with the consent of the nominees and each nominee shall be nominated for one post only. The nomination form should reach the Secretary on or before 4 July 2022.

A proxy form is also attached at **Annex III**. It must be duly completed, signed and delivered to the Secretariat not later than 4:00 p.m. on 20 July 2022. **According to Clause 37 of the By-Laws of The Hong Kong Institute of Housing, please note that:**

- (a) Corporate Members (i.e. Fellows and Members) are entitled to attend and vote.
- (b) Honorary Fellows, Associates, Practitioners, and Retired Members are entitled to attend but not entitled to vote.
- (c) Affiliates, Probationers and Registered Students are not entitled to attend and vote.

Any appointment of proxy shall not preclude the member entitled to vote at the said meeting to attend and vote in person if the member so desires.

By order of General Council
(LEE Hin Yui, June)
Secretary

The Hong Kong Institute of Housing

Distribution

Hon. Legal Advisor, Hon. Auditor, Honorary Fellows, Fellows, Members, Associates, Practitioners, Retired Members, Affiliates, Probationers, Registered Students

Encl.


THE HONG KONG INSTITUTE OF HOUSING
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2021

	2021	2020
	\$	\$
Income		
Entrance fees	93,800	120,500
Members' subscriptions	4,244,950	4,231,950
Advertising income	118,905	64,920
Activity income	-	1,000
Interest income	21,096	65,541
Reimbursement of rental fee	646,481	861,976
Income from Elite Awards	252,800	212,000
Sundry income	58,111	13,657
	<u>5,436,143</u>	<u>5,571,544</u>
Less: Expenses		
Activities expenses	-	500
Bank charges	4,418	4,273
Cleaning	13,545	17,265
CPD expenses	30,914	8,900
Depreciation	1,269,571	1,350,601
Electricity	12,186	2,258
Elite Awards	409,654	206,929
Honorarium	32,000	16,950
Insurance	32,918	27,079
Interest on lease liabilities	35,680	23,359
IT and maintenance expenses	46,816	50,623
Joint function expenses	-	16,500
Medical expenses for staff	4,900	5,990
Messing and meeting expenses	139,940	67,895
Printing and stationery	145,057	78,495
Production and design fees	253,587	175,749
PR consultant	434,153	316,100
Rent, building management fees and rates	109,386	115,860
Repairs and maintenance	21,129	22,049
Staff costs		
- Salaries	1,730,690	1,730,690
- Mandatory provident fund contributions	65,499	65,499
Souvenir	1,620	1,380
Staff insurance	28,468	28,461
Sundry expenses	57,327	66,590
Telephone charges	23,644	14,447
	<u>4,903,102</u>	<u>4,414,442</u>
Surplus for the year	<u>533,041</u>	<u>1,157,102</u>

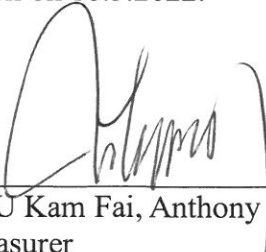
THE HONG KONG INSTITUTE OF HOUSING
STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2021

	2021 \$	2020 \$
Non-current asset		
Property, plant and equipment	6,960,521	728,637
Current assets		
Deposits, prepayments and other receivables	291,274	333,983
Short-term bank deposits	-	1,800,000
Cash and cash equivalents	5,574,058	3,184,517
	<u>5,865,332</u>	<u>5,318,500</u>
Current liabilities		
Accruals	29,650	63,780
Contract liabilities	77,700	108,400
Lease liabilities	1,113,035	114,668
	<u>1,220,385</u>	<u>286,848</u>
Net current assets	<u>4,644,947</u>	<u>5,031,652</u>
Total assets less current liabilities	<u>11,605,468</u>	<u>5,760,289</u>
Non-current liability		
Lease liabilities	<u>5,312,138</u>	<u>-</u>
Net assets	<u>6,293,330</u>	<u>5,760,289</u>
Representing:		
Accumulated funds	<u>6,293,330</u>	<u>5,760,289</u>

Approved and authorised for issue by the general council on 18.5.2022.



YU Chun
President



YAU Kam Fai, Anthony
Treasurer

香港房屋經理學會
收支報表及資產負債表報告

學會財政截至 2021 年 12 月 31 日累積資產總值為港幣 \$12,825,853，淨資產值為 \$4,644,947；當中包括流動現金為港幣 \$5,574,058。

一如以往，理事會致力提升房屋管理質素，促進專業知識交流和維護會員利益。在財政方面，我們均抱着審慎理財的態度。會費是學會主要的收入來源；而租金、印刷、職員薪金、郵費等等乃經常性開支。一切活動的安排均力求收支平衡，以減輕學會在經費上的負擔。

截至 2022 年 4 月 30 日，學會的結存金額達港幣 \$8,176,061.97。整體上，學會的財政狀況相當穩健。

THE HONG KONG INSTITUTE OF HOUSING
Financial Balance as at 30 April 2022

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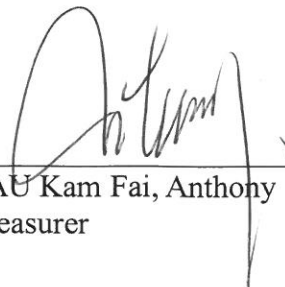
Time Deposits	\$4,000,000.00
Saving Account	\$101,602.46
Current Account	<u>\$4,074,459.51</u>
	<u>\$8,176,061.97</u>
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Prepared By: **Yau Kam Fai, Anthony**
Treasurer

Date: 18.5.2022



YU Chun
President



YAU Kam Fai, Anthony
Treasurer

**The Hong Kong Institute of Housing
Annual General Meeting on 22 July 2022**

Nomination Form

(To be returned to the Secretary, Units 2008-2010, Telford House, 16 Wang Hoi Road, Kowloon Bay, Kowloon, Hong Kong **on or before 4 July 2022.**)

To the Secretary,

I wish to nominate the following corporate members to be officers / members of the General Council of The Hong Kong Institute of Housing for the Year 2022/2023:

Post	Name of Nominee	Designation of Post & Current Employing Organization
President		
Vice President		
Treasurer		
Secretary		
General Council Members [9 nominees]		

I confirm that the above nominees have personally agreed to be nominated.

Signature : _____
Name in Full : _____
Membership No. : _____
Date : _____

Note:

- (1) Each Nominee shall be nominated for one post only.
- (2) Under Clause 48(b), 51(a) and 53(c) of By-Laws of the Institute.

**The Hong Kong Institute of Housing
Annual General Meeting on 22 July 2022**

Proxy Form

I, **Mr/Mrs/Ms** _____ of
_____, being a **Corporate**
Member of The Hong Kong Institute of Housing hereby appoint **Mr/Mrs/Ms**
_____ of
_____ as my proxy to vote for
me and on my behalf at the **Annual General Meeting of The Hong Kong Institute of Housing**
to be held on the day of **22 July 2022 (Friday)** and at any adjournment thereof.

Signed this _____ day of _____ 2022

Signature: _____

Name : _____

Membership No.: _____

Category of Membership: _____

Note:

In accordance with Clause 44 of the By-Laws of the Institute, votes may be cast either personally or by proxy. The instrument appointing a proxy shall be in writing under the hand of the appointer and shall be deposited at the registered office of the Institute (Units 2008-2010, Telford House, 16 Wang Hoi Road, Kowloon Bay, Kowloon, Hong Kong) not less than 48 hours before the holding of the meeting.

The Hong Kong Institute of Housing
Annual General Meeting on 22 July 2022

2023 Annual Subscription for Registered Students and Retired Members

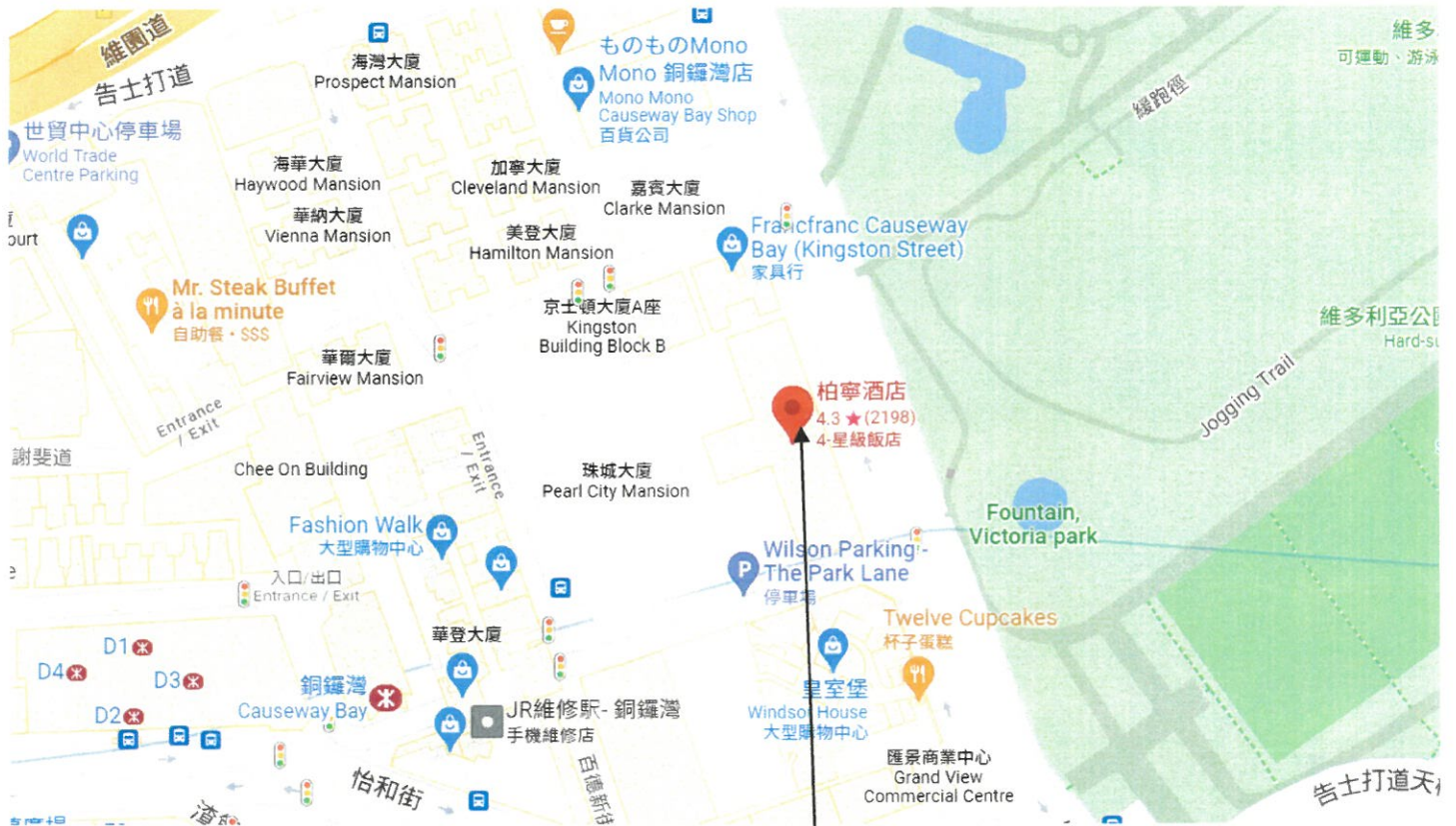
Registered Students

	Current Fee Schedule for Registered Students	Revised Fee Schedule for Registered Students in 2023
Entrance Fee	Waived	Waived
Annual Fee	HK\$400	HK\$100

Retired Members

	Current Fee Schedule for Retired Members	Revised Fee Schedule for Retired Members in 2023
Entrance Fee	No	No
Annual Fee	HK\$300	HK\$100

Location Map



Harbour and Windsor Room, 28/F The Park Lane Hong Kong, a Pullman Hotel, 310 Gloucester Road, Causeway Bay, Hong Kong