

MEMORANDUM AND ARTICLES
QUEEN ELIZABETH HOSPITAL ALUMNI ASSOCIATION

(adopted in the Inaugural General Meeting on 10 October 2008)

Interpretation

The “Association” means - the Queen Elizabeth Hospital Alumni Association. The “Hospital” means the Queen Elizabeth Hospital.

Name

2. The Association is called Queen Elizabeth Hospital Alumni Association, also known as QEH Alumni Association.

Members

3(a) The Council may admit

(i) past employees with at least 10 years’ working experience in the Hospital and who made recognized contributions to the Hospital or the Hong Kong community to be founding members of the Association.

(ii) past employees with at least 5 years’ working experience in the Hospital and all past and present HGC Members in QEH as full members of the Association.

(iii) present employees with at least 5 years’ working experience in the Hospital as associate members of the Association.

(b) Any Associate Member desiring to become a full Member after leaving service at the Hospital shall give written notice to the Secretariat of the Association. The effective date of the change of membership status will be the 2nd day upon receipt of the notice by the Association.

(c) Only founding members and full members are eligible to be elected Council, and to vote at general meetings.

(d) Any member may withdraw his membership of the Association by notice in writing.

Objectives

4. The objectives of the Association are:

(a) To foster fraternity amongst current and former Hospital staff and HGC members;

- (b) To strengthen the liaison between current and former Hospital staff and HGC members; and
- (c) To support and participate in the cultural, educational, scientific and social activities organized by the Hospital.

Council and Committees

5(a) The affairs of the Association shall be governed by a Council consisting of twelve members, comprising:-

- (i) 6 office bearers;
- (ii) 5 other council members (“ordinary council members”); and
- (iii) the Hospital Chief Executive of Queen Elizabeth Hospital for the time being, who shall be the ex-officio member.

Of which (i) and (ii) shall be elected at Annual General Meetings of the Association.

(b) The office bearers shall be:

- (i) a Chairperson;
- (ii) a First Vice-Chairperson
- (iii) a Second Vice-Chairperson;
- (iv) a Honorary Secretary;
- (v) a Social Secretary;
- (vi) a Honorary Treasurer

(c) Notwithstanding anything herein the First Council shall consist of the following, who shall hold office until the 2nd Annual General Meeting of the Association:-

List of Office Bearers and Ordinary Council Members of the First Council

| | |
|------------------------------|-----------------------------|
| Dr. James HWANG Shu-tak, BBS | Chairperson |
| Dr. LEE Kin-hung, MBE | The First Vice-Chairperson |
| Dr. Vincent TSE Kin-chuen | The Second Vice-Chairperson |
| Dr. Amy LAM May-sien | Honorary Treasurer |
| Ms. Leslie AU YEUNG Lai | Honorary Secretary |
| Ms. Gloria CHEUNG Sok-yee | Social Secretary |
| Dr. Francis WONG Kim-ming | Council Member |
| Dr. Franklin CHAN Fook-yee | Council Member |
| Dr. IP Man-ho | Council Member |
| Mrs. Lily KWA | Council Member |
| Ms. Angeline SO Chiu-ping | Council Member |
| Dr. HUNG Chi-tim, HCE, QEH | Ex-officio Member |

(d) The Council may from time to time co-opt a full member to fill any casual vacancy of an office bearer or ordinary council member for the remaining balance of the term of that council.

(e) The Council may from time to time form committees to undertake such functions as the Council may delegate.

Term of Office

6. The term of office for all office bearers and ordinary council members shall be two years and retiring officers and council members may be re-elected. The term of the First Council shall be the date of approval of its registration by the Registrar of Societies to the Second Annual General Meeting, and thereafter each term shall commence on the date of election and expire on the 2nd Annual General Meeting next after such election. The Chairperson shall serve for a maximum of two consecutive terms of office after ceasing to be Chairman for at least one term but may be re-elected.

7. The accounts of the Association shall be audited annually and an Auditor and his remuneration is to be decided in the Annual General Meeting.

Correspondence Address

8. All correspondence should be addressed to the Secretariat, QEH Alumni Association, c/o Rm. 708, Block S, Queen Elizabeth Hospital, 30 Gascoigne Road, Kowloon, Hong Kong Special Administrative Region.

Annual General Meeting

9(a) An Annual General Meeting (AGM) is to be held each year during which an annual report and an audited accounts will be presented; and at which the auditor and his remuneration shall be decided. Notice will be served two weeks before the meeting to all members. At an AGM at which a term of office expires, new office bearers and ordinary council members will be elected. Proxies will not be used. Ten members of the Association are entitled to vote at, and who have paid the one-off or annual subscription fee will form a quorum.

(b) The first AGM shall be convened not more than 13 months nor less than 11 months from the date the formation of the Association is approved by the Registrar of Societies.

(c) Subsequent AGMs shall be held in each ensuing calendar year, which shall not be more than 13 months nor less than 11 months after the date of the preceding AGM.

(d) All AGMs shall be called by the Council.

Extra-ordinary General Meeting

10. The Council may at any time on its own motion, call an Extra-ordinary General Meeting (EGM) and shall within 21 days of the receipt of the written requisition of ten members entitled to vote, to discuss and decide on such matters as the Council or such requisitions may specify.

11. Notice will be served two weeks before the meeting to all members, except where an EGM is called to consider the amendment of the Constitution three weeks' notice is required.

12. Ten members of the Association who are entitled to vote will form a quorum.

13. All resolutions at an EGM shall only be passed with a two-third majority of votes. Proxies

will not be used.

14. Any member who fails to pay the annual membership fee or life membership fee for the Association is not eligible to vote at any AGM or EGM.

Bank Account and Fees

15. One or more bank account(s) will be opened in the name of the Association. Two signatories are required out of the four office bearers (Chairperson, First Vice-Chairperson, Second Vice-Chairperson and Honorary Treasurer) to operate the account(s) of the Association.

16. There will be an annual subscription fee for each member and the amount will be decided from time to time by the Council.

17. Members who elect to pay a one time life membership fee will be exempted from payment of future annual subscription fees.

Council Meetings

18. Council meetings will be held from time to time and not less than two times per year to discuss business of the Association and to organize various activities for the Association. Five council members present will form a quorum.

19. Amendment to the Constitution
Constitution can be amended by a resolution passed at an EGM with a two-third majority.

By-laws

20. By-laws can be adopted at an EGM and can be amended or passed in a similar fashion.

Dissolution

21. The Association can be dissolved by an EGM held in the manner mentioned in paragraph 13. Any surplus of the Association after dissolution will be donated to the Hospital.

In case of discrepancies between the English version and its Chinese translation, the English version shall prevail.

伊利沙伯醫院同儕會
組織章程大綱與細則
(於 2008 年 10 月 10 日成立大會上通過採用)

釋義

「本會」指伊利沙伯醫院同儕會(The Queen Elizabeth Hospital Alumni Association)。「伊院」指伊利沙伯醫院。

名稱

2. 本會的名稱是“伊利沙伯醫院同儕會”，亦稱“伊院同儕會”(QEH Alumni Association)。

會員

3(a) 理事會可招收

(i) 所有曾在伊院工作至少 10 年而及對伊院或社會作出認可的貢獻的前任僱員，成為本會的創會會員。

(ii) 所有曾在伊院工作至少 5 年的前任僱員，及伊院管治委員會的現任及歷任成員，成為本會的正式會員。

(iii) 所有在伊院工作至少 5 年的現任僱員，成為本會的附屬會員。

(b) 任何附屬會員欲於離職伊院後轉為正式會員，須致函本會秘書處。生效日期為本會收到有關通知書後翌日。

(c) 只有創會會員及正式會員可以獲委任為理事，及在大會上投票。

(d) 任何會員可以書面通知本會退出會籍。

宗旨

4. 本會設立的宗旨為 -

(a) 聯繫伊利沙伯醫院的現任及前任職員及管治委員會成員；

(b) 加強伊利沙伯醫院現任與前任職員及管治委員會成員之間的聯絡；

(c) 支援及參與伊院所舉辦的文化、教育、科技及社交活動。

理事會及委員會

5. 本會事務須由以下述 12 位會員所組成的理事會管理：－

(i) 6 位幹事；

- (ii) 5 位其他理事（「普通理事」）
- (iii) 伊利沙伯醫院當時的醫院行政總監，他／她為當然理事成員

其中(i)及(ii)須在本會大會上選舉產生。

- (b) 幹事計有
 - (i) 主席；
 - (ii) 第一副主席；
 - (iii) 第二副主席；
 - (iv) 秘書；
 - (v) 康樂秘書；
 - (vi) 司庫
- (c) 即使本章程有任何規定，首屆理事會須包括下述人士，其任期至本會第二屆週年大會。

首屆理事會幹事及普通理事名單

| | |
|-----------------|-------|
| 黃樹德醫生 | 主席 |
| 李健鴻醫生 | 第一副主席 |
| 謝建泉醫生 | 第二副主席 |
| 林美倩醫生 | 司庫 |
| 歐陽勵女士 | 秘書 |
| 張淑儀女士 | 康樂秘書 |
| 黃劍明醫生 | 理事 |
| 陳伏夷醫生 | 理事 |
| 葉文浩醫生 | 理事 |
| 柯黃麗麗女士 | 理事 |
| 蘇翠萍女士 | 理事 |
| 熊志添醫生（伊院醫院行政總監） | 當然理事 |

- (d) 理事會可不時增選正式會員增補幹事或普通理事的臨時空缺，履行原有理事的餘下任期。
- (e) 理事會可不時成立委員會以執行本會的宗旨。

任期

- 6. 幹事及普通理事的任期為兩年，卸任的幹事及普通理事有資格再度獲選。首屆理事

會的任期將由本會獲社團註冊處批准成立的日期起至第二屆週年大會，其後每屆的任期須由當選日起至之後的第二次週年大會。主席只可連任一次，在停任一屆之後，有資格再度獲選。

7. 本會的帳目須每年審核一次，核數師及其薪酬須在週年大會上決定。

通訊處

8. 來函須寄「香港九龍加士居道 30 號伊利沙伯醫院 S 座 708 室轉交伊院同儕會秘書處收」。

週年大會

- 9(a) 每年舉行一次週年大會，會上審議週年年報告及核數師報告，決定核數師及其薪酬。大會的通知在會議前兩星期送達所有會員。在有幹事及理事任期屆滿的週年大會上，新的幹事及普通理事將由選舉產生。不設代表投票制度。大會的法定人數為 10 名有表決權並已繳付每年年費或永久會員費用的會員。
- (b) 首次週年大會須在本會獲社團註冊處批准成立後不多於 13 個月但不少於 11 個月召開。
- (c) 其後的週年大會須在每個曆年召開，並與上一次週年大會的日期相距不多於 13 個月但不少於 11 個月。

特別大會

10. 理事會可自行召開特別大會，並按 10 名有表決權會員的書面要求商討及決定理事會及有關要求所指定的事項。
11. 大會的通知在會議前兩星期送達所有會員，惟如召開特別大會考慮修訂本章程，則須有三星期通知。
12. 大會的法定人數為 10 名有表決權的會員。
13. 特別大會上的所有動議須以三分之二多數票通過。不設代表投票制度。
14. 任何會員，除非已繳付於每年年費或永久會員費用，否則無權在任何週年大會或特

別大會上表決。

銀行戶口及費用

15. 以本會名義的一個或多個銀行帳戶將會開立。運作本會的銀行帳戶，必須由主席、第一副主席、第二副主席及司庫四位幹事當中的兩人簽署。
16. 每名會員須繳付每年年費，金額由理事會不時決定。
17. 會員如選擇一筆繳付入會費，可免繳付未來各年的年費。

理事會會議

18. 理事會不時召開會議，每年不少於兩次，以商討會務及為本會舉辦不同的活動。五位出席的理事構成理事會會議的法定人數。
19. 本章則可經由在特別大會上以三分之二多數票通過的動議修訂。

附例

20. 附例可在週年大會或特別大會上採用、修訂或通過。

解散

21. 本會可由以第 13 段所述的方式而召開的特別大會解散。本會在解散後的任何盈餘將捐贈予伊院。

中、英文文本之文義如有歧義，概以英文文本為準。