香港糖尿科護士協會有限公司
Association of Hong Kong Diabetes Nurses Limited

The Minutes of the Post 17th AHKDN Annual Symposium and Annual General Meeting

Date: 21 June 2025 (Saturday)
Time: 22:00
Venue: ClubONE Telford (Kowloon Bay)

Present

Ms Loo Kit Man	President	
Ms Leung Yat Sze, Annie	Vice-president	
Ms Yee Shun Wah Amy	Honorary Secretary	CCWG Representative, EBP
Ms Chan Wing Shan Miranda	Treasurer	
Ms Kwok Kam Ping	Associate of Treasurer	
Ms Yeung Hoi Ming, Theresa	Head of Education	
Ms Lai Chui Yi	Associate of Education	
Ms Hui Kit Ming Camille	Head of Communication	
Ms Chan Cheuk Man	Associate of Communication	
Ms Chan Oi Ying, Sarita	Council Member	Diabetes Hong Kong Representative
Ms Mok Pik Hung, Maisy	Council Member	Youth Diabetes Action Representative
Ms Sin Po Ying	Council Member	Diabetes Hong Kong Representative
Ms So Tak Yee Tammy	Council Member	Diabetes Division of HKSEMR Representative
Ms Hung Siu Chan, Veronica	Association Affair Advisor	
Dr Kwan Yee Mei JoJo	Association Affair Advisor	

Absent

Ms Sin Wai Man Celia	Honorary Secretary
Ms Chan Hoi Man Daisy	Head of Membership

		Responsible staff
1.	17th AHKDN Annual Symposium ● An extra 10 people at Tea in the Annual Symposium on top of 120	
2.	Annual General Meeting ● Proposed to be arranged in early September 2026 to allow time for financial report preparation ● Prohibit “Walk-in” registration at Annual Dinner ● Proposed to provide a link for confirmation acceptance or table setting	
3.	Membership ● Avoid the member paying the annual fee and then immediately followed by upgrading to Ordinary Member afterwards ● Upgrade to Ordinary Member when paying the annual fee before 31 March each year, and the deadline is set at 1 April	

	● Proposed NO grace period ● May consider to explore another payment method e.g. PayPal *Post meeting note* *The grace period of payment could not be cancelled according to the point 14 subscription Rights of Members stated in the Memorandum and Articles of Association of Hong Kong Diabetes Nurses Limited (document received on 24 Dec 2024 by Document Management section)* **Subscription Rights of Members** 14. The admission fee, rejoining fee and annual subscription fee payable by Members shall be decided by the Councillors from time to time. The annual subscription fees for the second and subsequent years payable by Members shall become due and payable in advance on the 1st day of April every year. If any annual subscription fee shall be unpaid for 3 months after the same shall become due and payable, the defaulting Member shall be deemed to have resigned from membership of the Association. Such resignation shall take effect immediately after the expiration of the said 3 months' period.	
4.	Comment from Auditor: ● The cheque was rejected due to a discrepancy in the stated amount ● May consider "Non-refundable" to reduce administrative time ● Payment with photo attachment ● Set Membership fee subscription period e.g. January to March ● To add the receipt number issued to the payees	
5.	Next AHKDN meeting on 5 September 2025	

The meeting was adjourned at 22:00

Loo Kit Man
President (2024 - 2026)

Yee Shun Wah Amy
Hon. Secretary (2024 - 2026)