



Board of Directors Meeting Minutes

Friday, May 3, 2019: 08.30 – 16.00

Hong Kong Academy

Board Members: **President:** Sandra Webster (SW); **Vice-President:** Steve Moody (SM);
Treasurer: Stephen Dare (SD); **Secretary:** Jeffrey Stubbs (JS); Howard Stribbell (HS), Bill Elman (BE), Patrick Hurworth (PH)

Executive Director: Tom Ulmet (TU)

Executive Officer: Angie Lee (AL)

SUMMARY – ACAMIS BOARD MEETING – May 3, 2019

MOTIONS

- to approve the minutes of the February 28, 2019 ACAMIS Board meeting – moved by SW/seconded by SM; passed unanimously.
- to approve ACAMIS covers the costs of any taxes on foreign national participations for hosting a conference – moved by BE/seconded by SM; passed unanimously.
- to approve the AGM minutes of the March 1, 2019 ACAMIS AGM meeting – moved by SW/seconded by PH; passed unanimously.
- to approve the membership application of QSI Chengdu – moved by SM seconded by JS; passed unanimously.
- to approve the revised Sports charter for 2019-20. - moved by SM/seconded by JS; passed by all; SW abstaining.
- to approve the activation of free ACAMIS accounts on Facebook, Instagram and LinkedIn - moved by HS/seconded by SM; passed unanimously.
- to approve the revisions of the E.D. Job Description as indicated in the edited version of May 3, 2019. - moved by HS/seconded by SW; passed unanimously.
- to approve the Raymond James Investment Statement as revised. - moved by JS/seconded by BE; passed unanimously.
- to approve the budget for 2019-2020 to be revisited in the October Board meeting. - moved by SD/seconded by HS; passed unanimously.
- to approve the document Benefits and Obligations for inclusion on the website under Membership and in the membership application. - moved by BE/seconded by SM; passed unanimously.
- to approve the edits discussed in the revised Membership Application. - moved by SM/seconded by PH; passed unanimously.
- to approve the back payment of the Mandatory Provident Fund for Angie Lee to comply with Hong Kong Ordinance. Gary Henderson is to calculate the required amount and make payment from the 2018-2019 budget and to include the payment in future budgets. - moved by BE/seconded by SW; passed unanimously.
- to authorize Gary Henderson to pay the mandatory Workers Compensation required amount for Angie Lee on a

monthly basis starting as soon as possible. - moved by JS/seconded by BE; passed unanimously.

- to approve increasing the ED role from three-fourths to full-time and increased the base salary for 2019-2021. – moved by SM/seconded by SD.

ACTIONS

- TU to email all BOD copies of the revised ACE Charter and BOD will vote electronically.
- **SW to inform TU of the outcome and revise his contract for 2019-2021.**