



The Hebe Haven Yacht Club Limited 白沙灣遊艇會
10.5 Miles, Hiram's Highway, Pak Sha Wan, Sai Kung, N.T. Hong Kong
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NOTICE OF ANNUAL GENERAL MEETING 2025

Notice is hereby given that an Annual General Meeting ("AGM") of The Hebe Haven Yacht Club Limited ("Club") will be held at **7:30pm on Thursday, 20 November 2025** on the **1st Floor, HHYC Conference Hall, Pak Sha Wan Centre, Pak Sha Wan, Sai Kung, Hong Kong** for the following purposes:

1. to approve the minutes of the previous AGM held on 14 November 2024;
2. to receive and consider the Annual Report and Accounts for the financial year ending 31 March 2025 and to approve the audited financial statements contained therein;
3. to approve the appointment of Wong Brothers CPA Limited as the Auditor of the Club for financial year ending 31 March 2026;
4. to approve the remuneration of Wong Brothers CPA Limited in the amount of HK\$90,700;
5. to elect the following Officers and other members of the General Committee whose positions will become vacant at the AGM:
 - (a) Rear Commodore (Operations);
 - (b) Rear Commodore (Sailing);
 - (c) Rear Commodore (Sail Training);
 - (d) Honorary Treasurer; and
 - (e) four members of the General Committee.

A copy of the minutes of the previous AGM and the Annual Report and Accounts for the financial year ending 31 March 2025 are enclosed with this notice.

Any member who wishes to stand for election for any of the above positions should submit a completed Nomination Form (available at www.hhyc.org.hk/admin/upload/nomination2025-26.pdf) by delivering a hard copy by hand to the box outside the Club's Admin Office, or by email to: jessica.yau@hhyc.org.hk **on or before 5:00pm on Wednesday 5 November 2025.**

The list of nominations for the vacant positions of Officers and other members of the General Committee will be displayed on the Club notice board and published on the Club's website by 7:30pm on 6 November 2025 (two weeks before the AGM).

Members should note that they are entitled to appoint a proxy to exercise all or any of the member's rights to attend, speak and vote at the AGM. Members wishing to vote by proxy should refer to and comply with the notes in the attached Annex.

Date: 8 October 2025

By order of the General Committee

Mike Sharp
Honorary Secretary

Annex to Notice of Annual General Meeting 2025
Notes on Voting by Proxy

- 1) Members are entitled to appoint their spouse or another person who is a member to exercise all or any of their rights to attend, speak and vote at the AGM.
- 2) A proxy may only be appointed by a notice in writing ("**Proxy Notice**") in the form provided by the Club ("**Proxy Form**") which will be available from **7:30pm on Thursday, 6 November 2025** (two weeks before the AGM) and which can be obtained either:
 - (i) by collection in person from the Club's Membership Office; or
 - (ii) upon request by email to proxyvote2025@hhyc.org.hk, a dedicated email account set up expressly for the purpose of administering the Proxy Notices and which will only be accessible by authorised Club staff and the AGM auditor.
- 3) Members **must** use their email address as registered with the Club for requesting proxy forms by email and **must** clearly state their full name and membership number in the requesting email. Requests using email accounts not registered by the member with the Club will **not** be entertained.
- 4) Each issued proxy form will have a unique number that is allocated by the Club's Membership Office. For the avoidance of doubt, the unique number on the proxy form is used solely for the purpose of preventing election fraud and the voting procedure is devised in such a way as to ensure voter secrecy and prevent the disclosure of any member's voting preferences to any other member (including members of the present and future general committee).
- 5) Members are required to return their Proxy Notices at least 48 hours prior to the appointed time for the AGM (i.e., **before 7:30pm on 18 November 2025**), by either:
 - (i) delivery of the Proxy Notice to the collection box outside the Club's Admin office; or
 - (ii) by emailing a scanned copy of the duly completed and signed Proxy Notice to proxyvote2025@hhyc.org.hk.

Proxy Notices returned after the aforementioned cut-off time will have no effect.

- 6) As with email requests for proxy forms, members **must** use their email address as registered with the Club for submitting their Proxy Notices by email. Submission of Proxy Notices from email accounts that do not correspond to the member's email account registered with the Club will **not** be accepted.
- 7) A member may terminate the appointment of his/her proxy at any time prior to the commencement of the meeting by written notice, duly signed and delivered to the Club by hand or through the dedicated proxy email address.



2025年會員週年大會通告

茲通告白沙灣遊艇會【本會】謹定於2025年11月20日（星期四）晚上7時30分假香港西貢白沙灣白沙灣中心一樓白沙灣遊艇會會議廳舉行會員週年大會【週年大會】，以商議下列事項：

1. 批准於 2024 年 11 月 14 日舉行之會員週年大會會議記錄；
2. 接收及審議截至 2025 年 3 月 31 日止財政年度的年度報告和帳目，並批准其中所載的已審核財務報表；
3. 批准委任民信會計師事務所有限公司為本會截至 2026 年 3 月 31 日止財政年度的核數師；
4. 批准民信會計師事務所有限公司酬金，共港幣 90,700 元；
5. 選舉下列執行委員會主要委員及其他成員：
 - (i) 助理會長（海事執行）
 - (ii) 助理會長（賽事）
 - (iii) 助理會長（帆船訓練）
 - (iv) 名譽司庫；及
 - (v) 四名執行委員會成員

本通告附有上年度週年大會會議記錄影印本及截至 2025 年 3 月 31 日止財政年度的年度報告和帳目。

會員如欲競選上述任何職位，請於 2025 年 11 月 5 日（星期三）下午 5 時或之前，將填妥的提名表格（可於 www.hhyc.org.hk/admin/upload/nomination2025-26.pdf 下載）投入位於本會行政辦公室門外的收集箱內，或通過電子郵件發送至 jessica.yau@hhyc.org.hk。

執行委員會主要委員及其他成員參選人名單將於 2025 年 11 月 6 日晚上 7 時 30 分前（週年大會舉行前 2 星期）張貼於本會報告版上，同時亦會在本會網頁發佈。

會員有權委派代表，以行使出席週年大會及在大會上發言和表決的全部或任何權利。有關委任代表投票的詳情及遵守事項，請參閱附件。

日期： 2025年10月8日
按執行委員會指示

Mike Sharp
白沙灣遊艇會名譽秘書

2025 年會員週年大會通告附件

委任代表投票注意事項

1. 會員有權委任其配偶或其他會員為代表，以行使出席週年大會及在大會上發言和表決的全部或任何權利。
 2. 會員可使用本會提供的表格（**委任代表表格**）以書面通知（**委任代表通知**）委派代表出席週年大會。該表格可於 **2025 年 11 月 6 日星期四晚上 7 時 30 分**（週年大會舉行前 2 星期）開始透過以下方式索取：
 - (i) 親身前往本會會員事務部索取；或
 - (ii) 電郵至 proxyvote2025@hhyc.org.hk 索取。此電郵帳戶是專為週年大會而設，用於管理委任代表通知，只有本會授權人員和週年大會審計員才能使用。
 3. 會員**必須**使用其在本會登記的電郵地址索取委任代表表格，並且**必須**在電子郵件中清楚列明其姓名和會員號碼。會員如使用非在本會登記的電郵地址索取表格，將**不獲**處理。
 4. 每張簽發的委任代表表格均印有由本會會員事務部發出的編號。為免生疑問，委任代表表格上的編號僅用於防止選舉舞弊。整個投票程序的設計旨在確保選舉保密，同時防止泄露任何會員的投票意向給任何其他會員（包括現任和未來執行委員會的成員）。
 5. 會員須於會員週年大會舉行前至少 48 小時（即 **2025 年 11 月 18 日晚上 7 時 30 分前**）透過以下方式交回委任代表通知：
 - (i) 將委任代表通知投入位於本會行政辦公室門外的收集箱內；或
 - (ii) 將已填妥並已簽署的委任代表通知先掃描，然後透過電郵發送至 proxyvote2025@hhyc.org.hk。
- 於上述截止時間後交回本會之委任代表通知將屬無效。
6. 會員**必須**使用其在本會登記的電郵地址遞交委任代表通知。會員如使用非在本會登記的電郵地址遞交委任代表通知，將**不獲**處理。
 7. 會員可於週年大會舉行前任何時候終止其委任代表。會員如欲終止委任代表，可將已簽署之書面通知送達本會，或電郵至本會指定的電郵地址。