

DISCOVERY BAY HILLGROVE VILLAGE OWNERS' COMMITTEE
Minutes of Meeting No 6 2016-2017
held on 27 June 2017, 7:30 pm in Conference Room 7, Discovery Bay Office Centre

Present:

Mr Edwin Rainbow	(ER)	Chairperson
Ms Janice Fung	(JF)	Vice Chairperson
Ms Alice Li	(AL)	Member
Mr Chung Kwok Wah	(CKW)	Member
Mr Edwin Tam	(ET)	Member
Mr John Antweiler	(JA)	Member
Ms Lo Yuk Shan Connie	(CL)	Member
Mr Martyn Keen	(MK)	Member
Mr Michael McGuire	(MM)	Member
Ms Nikki Wepener	(NW)	Member
Mr G H Koo	(GH)	Manager – Estate, City Management (CM)
Ms Ricky Kong	(RK)	Officer – Estate, CM

Absent with Apologies:

Ms Cheng Mei Yu	(CMY)	Member
Mr Edmund Fan	(EF)	Member
Fine Faith Limited	(FFL)	Member
Mr Ho Wai Ming	(HWM)	Member
Ms Kimberly Keng	(KK)	Member
Mr Lau Man Kit	(LMK)	Member
Mr Nigel JH Reid	(NR)	Member

In Attendance

Chao Wan Leong

1. Confirmation of Previous Meeting Minutes and Recording of Meeting

The draft meeting minutes of Village Owners' Committee (VOC) Meeting Nos 4 and 5 had been circulated to the Committee before the Meeting. Members would further vet the draft minutes and put them forward for endorsement in the next meeting. The Chair asked if the Members attended would approve the recording of the Meeting for record purpose. The suggestion was proposed by JA and seconded by NW. The Meeting would be recorded independently by a VOC member for members use and CM would keep the tape for future reference.

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2. Report on Financial Status

2.1 Update Actions against Long Outstanding

CM mentioned that an application for legal proceedings against the flat with an long outstanding debt had been submitted to in-house counsel who would be responsible for the process of legal actions. CM would advise the Committee on the content of the claim statement when the draft was ready. MK asked if there was any rule or guides that CM should follow in order to recover the debts. CM replied that an internal guide was in place to which the staff would refer for actions against the debtors. MK requested for a copy of these guidelines. CM would prepare a summary of these procedures.

2.2 To resolve the Motion regarding reimbursement of out-of-pocket expenses to owners related to village operation

The motion stated *"The Hillgrove VOC resolves that the Chairman's invoice addressed to the Hillgrove Manager, hand delivered to the DBSML Office on the 31st March 2017, should be reimbursed to the Chairman from the Hillgrove Reserve Fund as approved at the COC on 22nd February 2017. The amount to be reimbursed is 18,000 HKD and this VOC considers this to be an out of pocket expense incurred in the performance of the Chairman's duty to the owners of Hillgrove Village according to the terms of the DMC."*

The motion was proposed by MK and seconded by JA. The motion was then put forward to vote. Eight Members agreed. No Member disagreed and one abstained. The motion carried.


3. Progress of Consultancy Services on Tender of Main Contract

At the opening of express of interest submission, twenty four (24) nos of main contractors expressed their interest in the renovation. Messrs Ho and Partners delivered a presentation of evaluation of the pre-qualification exercise. RWG Members would vet the submissions on 15 July in order to finalize the tenderer list. (For details, please refer to RWG meeting notes attached.)

4. Date of Next Meeting

The next meeting was scheduled on Tuesday 15 August 2017. Outstanding items under the agenda would be postponed to next meeting for discussion.

The meeting was adjourned at 9:45 pm.


Chairperson

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