

13 May 2024

Dear Members,

28th Annual General Meeting & Dinner

Notice is hereby given that the 28th Annual General Meeting & Dinner will be held on Friday, 21 June 2024. The venue and schedule are shown as follows:

Meeting Venue : Room P4704, CityU Main Campus, Kowloon Tong.
(Meeting will be Live Broadcast via Microsoft Team*)

Dinner Venue : City Chinese Restaurant
8/F, Bank of China (Hong Kong) Complex,
City University of Hong Kong, Tat Chee Ave, Kowloon Tong.

Dinner Style : Chinese banquet

Schedule : 18:00 – 18:30 (Reception)
18:30 – 19:00 (The 28th Annual General Meeting)
19:30 – 22:00 (Dinner)

Dinner Fee: HKD 160 per head for Member
HKD 50 for Student Member
HKD 320 for Non-Member
*Payment for dinner can be made at the door.

Please kindly fill in the reply slip for AGM & Dinner seat reservation and return it **on or before 10 June 2024 (Mondy)**.

Agenda for the 28th Annual General Meeting:

1. Confirmation of Minutes of the 27th Annual General Meeting
2. Section Chair's Annual Report for Session 2023/2024
3. Endorsement of Section Chair's Annual Report for Session 2023/2024
4. Section Treasurer's Report for Session 2023/2024
5. Endorsement of Section Treasurer's Report for Session 2023/2024
6. Election Announcement of Section Officers for Session 2024/2025
7. Appointment of Section Auditors for Session 2024/2025
8. Message from In-coming Section Chair for Session 2024/2025
9. AOB

The American Society of Mechanical Engineers

The Hong Kong Section of ASME International, 2023-2024



We are looking forward to meeting with you on 21 June 2024.

Sincerely,

A handwritten signature in black ink, appearing to be 'K. C. CHOW', written over a horizontal line.

K. C. CHOW

Honorary Secretary

The Hong Kong Section of ASME International

Encl.

Reply Slip

I will / will not* attend the AGM on **Friday, 21 June 2024.**

I will / will not* attend the Annual Dinner on **Friday, 21 June 2024.**

Total number of people who will join the dinner: _____

* Please delete as appropriate

(Please reply no later than **10 June 2024)**

Completed by : _____ ASME Membership No. : _____

Contact No. : _____ Email Address : _____

Email To: **Mr. K. C. CHOW**, Honorary Secretary
c/o The Hong Kong Section of ASME International
Email: info@asmehk.org

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