

Summary of Minutes of the Board Meeting of Hong Kong Internet Registration Corporation Limited and Hong Kong Domain Name Registration Company Limited held on Tuesday, 8 January 2019

Present: Mr. Simon CHAN Sai Ming (Chairman), Prof Erwin HUANG, Mr. Leo KAN Kin Leung, Mr. Stephen HO Wai Chung, Prof. Francis CHIN Yuk Lun, Mr. Gabriel PANG Tsz Kit, Mr. Lento YIP Yuk Fai, Dr. Wendy LEE Woon Ming

1. To confirm the minutes and summary of minutes of the Board Meeting held on 2 October 2018: The Board confirmed the minutes and summary of minutes of the Board meeting held on 2 October 2018.
2. To approve the selection of new CEO: The Board approved the selection of Mr. Wilson Wong to be the new Chief Executive Officer of HKIRC Group. His on-board date would be 1 March 2019.
3. Matter arising from the previous Board meeting on 2 October 2018 - Revised eligibility guideline of Supply Class membership: The Board has no objection on the proposed change on the section of membership class of the Memorandum and Articles of Association of HKIRC.
4. To approve the interim budget of Q1 2019: The Board approved the Q1 2019 budget and expected that the new CEO will present the 2019 plan and budget after he has been on duty.
5. To approve the recommendation on selected vendor to conduct year-end audits for 2019: The Board approved to select KPMG to conduct year-end audits and tax representative service for 2019.
6. To approve the selection of independent firm to scrutinize the process of HKIRC membership application, validity of existing members, nomination and voting for the Board election in 2019: The Board approved to select Patrick Wong C.P.A. Limited as the scrutineer for HKIRC membership application, validity of existing member, nomination and voting for the Board election in 2019.
7. To approve the timetable for 2019 Board Election and AGM: The Board approved the timetable for 2019 Board Election and AGM.
8. To approve the list of expulsion of HKIRC members: Board approved the list of expulsion of HKIRC members
9. To approve the selection of vendor to conduct security audit 2018: The Board approved to select Moore Stephens to conduct security audit 2018.
10. To approve 2017 internal audit report from Grant Thornton: The Board approved the internal audit report for 2017 from Grant Thornton and concurred the comments to the future internal audit.

11. To approve the layout design of the 2018 Annual Report: The Board approved to select the lively and energetic layout design for the Annual Report.
12. To approve the cost allocation ratios from Jan to Jun 2019: The Board approved the cost allocation ratio between HKIRC and HKDNR for the period from Jan to Jun 2019.
13. To approve the revised Terms of Reference of Audit Committee: The Board approved the revised Terms of Reference of Audit Committee.
14. To approve in formality the non-budget item for the office server replacement: The Board confirmed the approval for the non-budget item for the office server replacement.
15. To report on the progress of i.hk Operations: The Board approved the setup of i.hk Fund operations under HKIRC and approved its plan and budget for 2019. The Board also approved the budget of the project to study the web accessibility environment study.
16. Directors' Induction Training: All the Board members attended the training conducted by ICAC on anti-corruption for public servants. The Board also has no objection on the proposed Directors' induction training arrangement.
17. To approve the recommendation on 2018 Performance Bonus and 2019 Salary Adjustment: The Board reviewed and approved the recommendation on 2018 Performance Bonus and 2019 Salary Adjustment.
19. Quarterly Report to OGCIO for the Period up to September in 2018: The Board noted the Quarterly Report to OGCIO for the Period of Jan to Sep 2018.
20. Audit Committee Meeting notes on 31 October 2018: The Board noted the Meeting summary of the Audit Committee Meeting held on 31 Oct 2018.
21. CAP meeting notes on 20 June 2018: The Board noted the Meeting summary of the CAP Meeting held on 31 Oct 2018.
22. Monthly Reports: The Board noted Finance and Statistics Report, Business Development Report, Marketing Report, Technology Report, the Organization Chart of the Company and the Community Project Status Report.
23. A.O.B: The Board agreed frequency of Board Meeting remains once every two months. Executive Committee meeting will be held on the month that Board Meeting is not held.
24. Next CAP meeting – 15 Jan 2019 (venue to be confirmed)
Next Board meeting – [to be confirmed] Mar 2019