



寶翠園  
THE BELCHER'S

The Management Office of The Belcher's  
Management Office, Tower 1, Podium,  
The Belcher's, 89 Pok Fu Lam Road, Hong Kong.  
Tel: (852) 2542 7238 Fax: (852) 2542 7188

Our Ref: BEL/MO/2019/09/027N  
Date: 10<sup>th</sup> September 2019

To : All Owners' Committee Member of The Belcher's

**Notice of the 3<sup>rd</sup> Meeting of the 9<sup>th</sup> Owners' Committee of The Belcher's**

Notice is hereby given that the 3<sup>rd</sup> Meeting of the 9<sup>th</sup> Owners' Committee will be held. Details for the meeting are as follows:

**Date:** 17<sup>th</sup> September 2019 (Tuesday)  
**Time:** 8:00 p.m.  
**Venue:** Level 10, Function Room, The Belcher's Club

**Agenda:**

1. To review Meeting Minutes of the 8<sup>th</sup> of Owners' Committee
  - 1.1 The 11<sup>th</sup> Meeting Minutes of Owners' Committee
  - 1.2 2019 Annual General Meeting
2. To confirm Meeting Minutes of the 9<sup>th</sup> Owners' Committee
  - 2.1 The 1<sup>st</sup> Meeting Minutes of Owners' Committee
  - 2.2 The 2<sup>nd</sup> Meeting Minutes of Owners' Committee
3. To discuss and resolve contract of yearly window cleaning by gondola of 2019
4. To report handover arrangement with Distinction Security Services Limited under new security service contract
5. To discuss and resolve "The Rules of Procedures" and "Code of Conduct" of Owners' Committee Meeting
6. To discuss and resolve the Constitution of the Sub-committees
7. To discuss and resolve the budget approval procedures by Owners Committee for the procurement of supplies goods and services and improvement plan
8. To report progress of major repairs and maintenance works at Belcher's by Management Office
9. To report manpower deployment plan by Management Office
10. To report annual budget plan and review relevant schedule by Management Office
11. To discuss the date of next meeting
12. Any other business

All owners are cordially invited to sit-in the meeting. However, as seats are limited to 20 only and therefore will be allocated on a first-come-first-served basis.

The Management Office of The Belcher's  
For the 9<sup>th</sup> Owners' Committee of The Belcher's





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檔案編號 : BEL/MO/2019/09/027N

日期 : 2019年9月10日

寶翠園第9屆業主委員會第3次會議議程

致 : 寶翠園業主委員會各委員

茲通知各委員,現根據寶翠園大廈公契,謹定於下列時間召開寶翠園第9屆委員會第3次會議,詳情如下:

日期: 2019年9月17日(星期二)

時間: 晚上八時正

地點: 寶翠會十樓會議室

會議議程:

1. 閱覽第8屆業委會會議紀錄;
  - 1.1 第11次業委會會議
  - 1.2 2019年業主週年大會
2. 通過第9屆業委會會議紀錄;
  - 2.1 第1次業委會會議;及
  - 2.2 第2次業委會會議
3. 討論及議決2019年度住宅部周年吊船清潔室外窗戶合約;
4. 管理處報告新保安合約「匯卓保安」交接計劃事宜;
5. 討論及議決修訂業主委員會會議常規及紀律守則;
6. 討論及議決制定工作小組運作規範;
7. 討論及議決檢討業委會就管理處日常採購預算審批程序及優化措施;
8. 管理處報告屋苑維修與保養清單及進度;
9. 管理處報告人力資源配置安排;
10. 管理處報告週年財政預算編制及審議時間表;
11. 商討下次會議日期;
12. 其他事項。

歡迎寶翠園業主列席會議。但基於場地所限只可提供20個座位,因此只可以先到先得原則分配予各與會業主。

寶翠園第九屆業主委員會  
寶翠園管理處代行

