



24 November 2009

To: All HKIS BSD Members

Dear Members,

**Building Surveying Divisional Council
Notice of Annual General Meeting 2009**

Further to our notice dated 15 October 2009, please be reminded that the Annual General Meeting of Building Surveying Division, The Hong Kong Institute of Surveyors will be held on 4 December 2009 (Friday), 6:30 p.m. in the Mandarin Room, World Trade Centre Club Hong Kong, 38/F, World Trade Centre, 280 Gloucester Road, Causeway Bay, Hong Kong.

AGENDA

1. Apologies for Absence
2. Adoption of Meeting Minutes of last AGM held on 28 November 2008
3. Adoption of Chairman's Report 2008/09
4. Adoption of Hon. Treasurer's Report 2008/09
5. Election of Office Bearers and Council Members 2009/10
6. Nomination for Election of Members to represent BSD in HKIS General Council
7. Any Other Business

A list of nominations received for Office Bearers and Council Members is enclosed for your perusal.

Minutes of meeting of AGM 2008 can be downloaded from http://www.hkis.org.hk/hkis/html_bsd/index.jsp.

Finally, you are cordially invited to attend the Annual Dinner which will be held immediately after the AGM. Please complete the standard CPD reservation form for registration and return to the HKIS Office before 30 November 2009. The form can be downloaded from <http://www.hkis.org.hk/general/bsd/BSDAnnualDinner2009.pdf>.

Thank you very much for your attention.

Yours sincerely,

Rebecca Lo
Honorary Secretary
Building Surveying Division Council

Encs

cc Hon. Secretary, HKIS