

SCA Chinese Heritage Club  
**Board of Director Meeting Minutes**  
July 21, 2016 Thursday 9 am  
Main Bristol Room 1: Anthem Center

- 1) Meeting was called to order by HK Poon at 9 am.
- 2) Board members present: HK Poon, Pearl Wong, Claudette Peterson, Diane McGiffin, Mary Hu, Stella Huang and Agnes Lee  
Other attending were David Chan, Lizwu Wu and Renee Wang. Susan Wang joined us later.
- 3) June 30, 2016 minutes were approved.
- 4) Report from Officers and Directors:
  - a) Treasurer: Diane's report reflects a Checkbook balance on June 2016 of \$6,120.59, Membership dues collected in June was \$15, and Dragon Boat Festival tickets and Bingo cards sale was \$179.50, giving a total of \$6,315.09. The Dragon Boat Festival expenses of \$825.22 was subtracted to give a checkbook balance of \$5,489.87. The Saving account balance is \$591.02. (See attached Treasurer's financial report). Discussion followed when Diane suggested a reduction in membership fees due to the fact that there was always money in the treasury in excess of the \$2,000 allowed for carryover to the following year. She also pointed out that the different activities' incomes generated from ticket sales often paid for the expenses. Only a small amount of money is needed for subsidizing. A motion was presented and seconded to reduce membership fees to \$5 person; \$10 per couple. Motion passed.
  - b) Membership: Mary reported that the 2017 dues pre-paid so far is \$138.
  - c) Activities: Stella expressed the need for an MC for the Mid Autumn Festival celebration on Friday, Sept. 16<sup>th</sup>. David Chan was asked and he accepted. The program was discussed and it will include some of our local performers and outside performers. The movie board members previewed was discussed and it was decided that a movie would not be a suitable option. The planning committee, HK, Agnes, and Claudette will meet with Stella to further plan choice of food and finalize the program.
  - d) Communications: Agnes will submit the date of the Mid Autumn Festival to the Spirit Magazine. Mary Hu suggested that the Mandarin class be dropped from the schedule for now since the class has achieved the purpose of giving the course and there was no more participants. Board approved.
  - e) Vice President: Pearl submitted her resignation for personal reasons to the board. She stated that it is her hope that CHC will continue to maintain its chartered club status to allow members to have use of the SCA facilities for group activities. She suggested that social functions be reduced in order to lessen the work for board members. She will continue as a member of the By-Law committee until its ratification by the general membership. She then expressed her pleasure working with the board, pointing out that members respected each other's view on various issues. The Board accepted Pearl's resignation and president HK appointed, with the unanimous approval of the whole board, Dr. David Chan to serve the rest of the 2016 term vacated by the resignation of Pearl as Vice President, effective 8/1/2016. Pearl further expressed her gratitude to Dr. Chan for taking over.
- 5) Old Business

a) 2017 room reservation request will be submitted by HK. Further adjustment can be made by next year's board as necessary.

b) Follow up on By-Laws amendment: The final draft approved by the Board at the June Board meeting was sent to CLC through our liaison Joan Roth. We are awaiting their reply.

c) Follow up on Channel 99 interview and video: HK reported that this will take place on August 1, 2016 with Dorothy Yu, Mary Hu, David Chan, Alan Lee and himself for a panel interview. HK presented a mission statement for CHC which he is going to use at the interview. Board approved.

d) Progress of Mid Autumn Festival Celebration planning: See Director of Activity report.

e) Progress on August 21 Social Tea Party: Lizwu reported that 118 out of 150 tickets have been sold. She asked that the increase in number will necessitate the use of the whole ballroom. HK will make the request for the change. Lizwu will discuss the room setup with Danielle. All preparation is in place. Pizza and ice-cream will be served. Contact Lizwu for tickets..

#### 6) New Business:

a) Discussion on consideration for reducing Club activities: 1) Thanksgiving Party? Many members like the celebration of this American holiday. This year's Thanksgiving Party will be celebrated as scheduled. To continue this activity or not will be deferred to the decision of the 2017 Board. 2) Chinese Folk dance? This activity has not been on the scheduled due to decrease number of regular participants. Members have asked that this be rescheduled and Susan Chang who teaches the dance was invited to discuss the request. She has agreed to be responsible and be the contact person and that she would appoint someone to act for her whenever she is out of town. Board agreed to reinstate Chinese Folk Dance as a sponsored activity provided spaces are available. A room request for them will be included when the 2017 room reservation request is submitted. It was noted that if a room is not to be used, it is the responsibility of contact person for that activity to inform the board to cancel the reservation on a timely basis. 3) Mary Hu suggested to cancel the Mandarin class for now since the purpose of teaching the course is achieved and there are no more students. The Board approved and the Mandarin class will be cancelled. 4) Regular Social Tea Party will be cancelled per approval of the Board except for one in the Spring – a picnic.

b) Officer resigning and appointment: Pearl's resignation was accepted and HK appointed David Chan to serve the rest of her 2016 term as Vice President, effective August 1, 2016. He accepted. Board unanimously approved.

#### 7) Adjournment at 10:35am

Submitted by Claudette Peterson, Secretary