

**SCA Chinese Heritage Club**  
**Board of Directors Meeting**  
**Tuesday, February 21, 2012 9:00 am - 12:00 pm**  
**At Penn Room**  
**Minutes**

1. Meeting was called to order at 9 am.
2. Quorum was established with all board members present and with Peter Chin replacing Gilles Brisette. Members present were Celia Chang, Mary Ma, Lizwu Wu, and Tom Sulistio.
3. Minutes of January 17 were approved.
4. Reports from Officers and Directors
  - Financial – Peter read Gilles Brisette’s letter of resignation. He then welcomed Peter Chin whom the Board approved as the new Treasurer. He also reported that \$250 was refunded by the Activity Department to the club for the kitchen usage deposit.
  - Signatures on file at Wells Fargo bank were those of Peter Tu, Kitty, Claudette and Peter Chin. Peter Chin suggested that there be 2 accounts, Checking and Savings and that the Goodwill Fund be part of the Savings account. The question was asked about the use of petty cash. This money was for small expenditures under \$20 and did not need receipts for bookkeeping. At present, there was \$163.93 in the account.
  - Membership & Communications: Joe reported that there were 11 new members, making a total of 432. Members, Yu and Yen Lee, who were no longer residents or deceased will be removed from the list.
  - Joe wanted clarification on membership fees. The 2011 members were given membership for 2 years (2011 & 2012). New members had to pay the 2012 fees. Joe will keep records of new member application forms and monies will be given to the treasurer.
  - The secretary will check the mail box at Anthem. Mail for specific members will be left in the mail box and that member will be informed of the delivery. Kitty will check mailbox this month since she has to be there for Mandarin classes.
  - Peter noted that Jeffrey Chang has been listed to run for SCA board. Joe will invite him to join our club.
  - Activity/Program: Grace introduced Tom Sulistio who will host the April 8<sup>th</sup> presentation. He will present his plan later in the meeting.
  - Ad Hoc: Diane related that April Spirit article is due by Friday, February 24. Kitty suggested that the Outreach presentation be included and she will send her photo of the Outreach performance. Kitty reported that two performances were enjoyed by the Sunrise Assisted Living members and families. It is hoped that more events like this can be scheduled throughout the year.
  - Lifestyle committee praised the volunteers for the great job they did. Diane will send prepared write-up to board members for comments.
  - President & Vice-President’s report:
    - 2012 Spring Festival: Evaluations will be passed on to the next Spring Festival planners. Kitty commented on the outcome of the evaluation meeting hosted by Peter.
    - Updated new board members’ contact information: Peter gave each member the updated printed version.
    - Lifestyle Task Force meeting: Peter reported that although he was unable to attend, he did submit a comment to Lifestyle that CHC has had good relationship with the RMI staff. He also sent request to Jean Capillupo for clarification of the Policy regarding the use of the Anthem Center Kitchen by the Clubs.
    - Proposal for Volunteers Appreciation & General meeting is March 26: Diane will order

Pizza and Water. Claudette will help. Grace will request an extension of the time the meeting room will be used on that Game Day schedule.

- Mahjong Club tournament flyer: Claudette will share the information with members on Game Day.
- SCA Coffee Shop participation: An email will be sent to the membership to determine member interest to volunteer for the afternoon schedule.

#### 5. Inputs from Activity Leaders & Members...How can the board help?

- Mandarin Advanced & Beginners Classes: Kitty will send out email to students to inform them of times and place for the beginning of class in March.
- Health Enhancement: Thomas Cheng was not able to attend the meeting.
- Modern Chinese Dance: Lizwu Wu's class is very well attended. It would help if the activity schedule is included in our monthly announcement to encourage participation.
- Yuan Ji Dance: Mary Ma and Celia Chang reported that the TV is helping in the demonstration of the dance movements. They wanted to thank all for making this available in the Movement Room where they practice.
- Website Update: The website was updated. Jerry was not able to attend but the board offered thanks to him for the great job he did. Joe reported that next month's Game Day and General Meeting will be added to the website. Names and contact information of the board members will also be updated.

#### 6. Unfinished Business

- 2012 Spring Festival – Approval of special expenditures: Kitty stated that the intent for Spring Festival this year was not one for profit. After paying for decorations, programs, misc. expenditures, and rehearsal lunch, there is a net balance of \$987.98. Three performing groups had outstanding expenses as follows: 1) Diana Shen - \$133.76; 2) Lizwu - \$65.22; 3) Grace - \$212.36. All has a total of \$411.34. Motion was made by Claudette to reimburse the groups and it was 2nd by Peter. Board vote to reimburse. As of now, the profit from 2011 SF is \$576.62.
- Download from Openoffice.org (Joseph): Topic for later discussion.
- Storage & Inventory: Inventory was taken of the lanterns, and all items will remain where they are presently stored.

#### 7. New Business

- April Spirit write up: Diane will submit at scheduled date.
- Folk dance group performing for other clubs: Grace would like assistance with her activity to cover times that she will be away. She also requested that the folk dancing be postpone for a few months. Room reservations for this time will be cancelled.
- "What are we?" Grace reported that she has been in contact with Bin Chang, who has offered to make a June presentation. We shall discuss this at our next meeting.
- May Fair planning: A potluck affair is proposed for May 20. This will be held in the ballroom. Diane will help Grace in the planning.
- Medical breakthrough in cancer treatment: Tom Sulistio volunteered to be the presenter. He will send links to the "the surgical breakthrough by Dr Quyen Nguyen" and "the new approach to deal with cancer by Dr. William Li" for review.

#### 8. Adjournment: 11:30 am

Submitted by Claudette Peterson