

**SCA Chinese Heritage Club
Board of Directors Meeting
Tuesday, May 17, 2011, 9:00am-12:00pm
Penn Room, Independence Center**

MINUTES

1. Meeting was called to order at 9:15 am.
2. Members present: Peter Tu, Kitty Zee, Claudette Peterson, Celia Chang, Ta-Tung Meng and Lizwu Wu. Carin Sung was absent due to vacation. Quorum was established
3. Minutes of April 12, 2011 were approved.
4. **Report from Chairpersons:**
 - a) Financial: Since Celia was away, Peter signed checks for payment of Zongzi purchase.
 - b) Membership (Carin) : No changes from last month.
 - c) Activity/Program: Ta-tung's report is included in unfinished business.
 - d) Ad Hoc (Lizwu): No new report.
 - e) LSC Meeting :(Peter & Kitty): No new report.
5. **Unfinished Business**
 - a) Dragon Boat Festival Status: Ta-tung asked the Board to approve purchase of 250 zongzi (sweet and meat) for the May 29th event. Pearl Wong will be asked to purchase them from L.A. and Kitty will store them. Lizwu & Celia will give out the tickets on May 14 from 10 to Noon. Members will each be given one free zongzi. Non-members may purchase a ticket at \$2 each. Pending on the number of people signing up, Peter may invite members of other clubs to the event. It was decided that 6 tickets would be given to RMI and 6 tickets to the Performing Arts Club. Extra zongzi will be sold after the event. Ta-Tung will be the MC and he will ask Dr. Daniel Yang to talk about the Dragon Boat Festival's history.
 - b) Folk Dance Update: Grace Liang reported that Suzan was able to teach the group for 2 weeks. She indicated that Suzan had 4 sets of male and female dance costumes. The cost is \$60 per costume and dancers usually purchased the costumes on their own.
 - c) Volunteers for the Mid-Autumn Festival Committee & Budget: to be discussed.
 - d) Volunteers Appreciation Day Party Plan: to be addressed at the next meeting.
 - e) Mandarin Conversation Class: Kitty reported that there are 24 students in attendance, with 2 excellent teachers, Margaret Meng and Carrie Chou. Record of attendance and expenditure will be kept.
 - f) Merrill Gardens Outreach project was reported by Kitty & Lizwu. Performers were outstanding and those in attendance thoroughly enjoyed themselves. The Club Banner (\$81) was on display and Chinese snacks (\$33.33) were novelties for many present. Lizwu and her groups were given a 'standing ovation'! The event was a great success.
 - g) Plan for the CHC Wellness Forum: It was suggested that we schedule the Wellness program for September and the Medicare program for November.
 - h) Plan for 2012 Spring Festival: a date is to be decided at next meeting.
 - i) Other CHC Activities Plans for 2011: later discussion.
6. **New Business**
 - a) Purchase of 32" TV for Yuan Ji usage: Peter started the discussion that CHC should have a policy for purchasing equipment, costumes, etc. for CHC activities. Questions arose as to the cost, storage, maintenance, insurance, repair, and record keeping involved. In general, Peter will check with Greg Dryer first on the availability of the item already owned by SCA for general use. In the event that CHC needs to help with the purchase of supplies for sponsored activities, it was proposed that all the club members be given the opportunity to submit their requests to the board on a designated date. The form should include the description and cost of the equipment. The Board will then be able to grant

requests based on the budget restraints, immediacy, and practicality. Ta-Tung made this motion; seconded by Lizwu and it was passed by the Board.

- b) Donation to Foundation Assisting Seniors (Previously known as Minuteman Foundation.): Claudette made motion to donate \$200; seconded by Kitty. All agreed. Peter will deliver the check to Emile Girard.
- c) Support & expenses for CHC website after 2011: It was estimated that \$60 will be required to register the website next year. Lizwu will contact Jerry to find out if there are other costs involved.
- d) July Spirit write-up: Lizwu has submitted this. Pictures of the Merrill Gardens event and the Mandarin group will be added next week.

7. Adjournment: 11:37 am