

**CHC CHINESE HERITAGE CLUB**  
**January 4, 2016, Monday, 9:00 am**  
**LOCATION: Nelson Room, Independence Center**  
**MINUTES**

1. Call to Order: 9 am  
Present: HK Poon; Pearl Wong, Claudette Peterson, Diane McGiffin, Mary Hu, Stella Huang and Agnes Lee.
2. Quorum established.
3. Minutes of December 22, 2015 Minutes read and approved.
4. Report from Directors:
  - a) **Treasurer** (Diane McGiffin): Dec. 2015 statement attached. Diane and Mary will meet with SCA Finance Committee on Feb. 12, 2016 for audit.

December 2015

Check book balance on November 30	\$5,299.38
Member dues collected in December	\$1,205.00
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Total	\$6,504.38
2016 Spring Festival party deposit	\$2,280.00
General Membership Meeting food	\$ 90.37
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Total expenses	\$2,370.37
Check book balance on December 31	\$4,134.01
Saving balance as of December 31	\$ 590.87

- b) **Membership** (Mary Hu): Free Windows Operating System 7 or 8 upgrade to Windows 10 for CHC computer expires on July 28, 2016. Nita Liu has already cleaned and checked the CHC computer and offered to upgrade its operating system to Windows 10 prior to the free upgrade expiration date.

According to the current version of CHC by-laws, the deadline for 2016 membership renewal is the end of February 2016. The hard copy of 2016 CHC Directory, which will only list members who have paid the membership due for 2016, will be ready for distribution in early March, 2016.

A reminder will be sent out to the general membership that any member who does not wish their data (names, phone numbers and email addresses) included in the Directory will need to notify CHC.

c) **Activities** (Stella Huang):

Chinese New Year Dinner changed from Feb. 7th to Feb. 13th due to conflict with Super Bowl.

- Music by Shannon Shen and James Fu.
- Decoration by Pearl Wong,
- MC will be Alan Lee and Dorothy Yu.
- Members will be notified via membership email.

d) **Communications** (Agnes Lee):

Meeting with Spirit magazine editor tomorrow morning, at which time CHC's write-up for the February edition of the Spirit magazine will be submitted.

## 5. **New Business**

a) **Welcome new board members:** Pearl Wong, Vice President, and Agnes Lee, Director of Communications were welcomed by HK and commended for their offer to serve.

b) **Spring Festival preparation Food:** Stella has made arrangement with Buckman's to cater a buffet style meal. A maximum of 250 tickets will be sold, with member cost of \$35; non-members cost of \$40.

- Sound system & music: Shannon Shen and James Fu.
- Decoration: Pearl and her committee
- Program & Entertainment: Will be finalized by Stella Huang
- Tickets and ticket sales: Ticket Sales (Mary and Diane) will be on 1/9/16 Saturday and 1/19/16 Tuesday 11am – 12 noon at the Independence Center, Seating will be assigned.

c) **Readiness meeting and rehearsal:** A date and time will be announced.

- d) **Issues arising from Liberty Center Closed:** The center will reopen on March 1st, 2016. All activities will resume according to the approved schedule.
- e) **Invalid 2014 amended By-Law:** Discussion for the invalid 2014 amended by-law was deferred to next month's meeting. President HK appointed a Committee to review the Bi-Law- HK, Pearl, Dorothy Yu and Alan Lee.
- f) **Health information forum Medical Talk:** Dr. David Chan was appointed to chair the quarterly Health Forum.
- g) **Newsletter:** The board was not in favor since our website and email have already been keeping our members informed.
- h) **Other:** A suggestion box was recommended and the CHC's Mailbox in Anthem Center will serve as member's suggestion box, correspondence to be picked up by Mary.

**Adjournment: 10:45 am**

Submitted by secretary, Claudette Peterson