

**SCA Chinese Heritage Club
Board of Directors Meeting
Tuesday, February 18, 2014 9a.m. – 11a.m.
Penn Room, Independence Building
Minutes**

1. Meeting was called to order at 9:06 am
2. Quorum was established with four of five members present - Vivian Wang, Yushi Chen, Stella Huang, and Claudette Peterson. HK Poon was excused. Other members present were Kitty Zee and Peter Chin.
3. Minutes of January 21, 2014 was approved
4. Reports from Directors:
 - a. Financial: Petty cash was deposited in the checking account as suggested by the SCA Finance Committee. The review of CHC annual report was accepted. Monies collected for Spring Festival tickets paid for all expenses with \$79.19 excess. Checking has \$4,516.12 and Savings \$590.21, giving a total of \$5,106.33.
 - b. Membership and Communication: HK sent in a report that the medical talk has been scheduled for June. The CHC Directory will list a CHC email address (chcpc888@gmail.com) for members to communicate with the board. An announcement for renewal of membership will be sent to all members, 141 of which have not renewed as yet. Dues for this year are \$15 for couples and \$8 for a single.
 - c. Activity/Programs: Stella's involvement as a board member has encouraged others to think of volunteering too. She reported that celebration on May 25 will be held in the Independence courtyard. Vivian suggests that this event be a time to welcome new CHC members as well.
5. Spirit Magazine Update: Kitty Zee was asked to be the responsible for the articles submitted to the Spirit. She will make presentation to the board before posting her articles. She reported that the March 2 program was included in the RELAY insert in the Spirit magazine this month. She will also submit a picture of the Outreach group's visit to the Assisted Living Home.
6. New Business:
 - a. CHC DIRECTORY Review and Approval (Vivian, Nita, Mary): A final copy of the CHC Directory was presented and it was accepted. The distribution date will be announced.

- b. March 2, 2014, Medical Seminar: Kitty Zee reported that posters will be distributed to the community rec. centers. HK will be the MC of the event. Refreshments will be served and registration of attendees will be taken at the door.
- c. March 29, Musical Event: this event has been canceled.
- d. Dragon Boat Festival (5/25/2014) – the program is still in the planning stage.
- e. CHC by-laws update: Vivian Wang attended the SCA committee meeting and the emphasis there was the process to address disciplinary action.
- f. Mandarin Class update: Kitty reported that the class under the directive of Yushi Chen will have a multi-level curriculum and students will be able to work in small groups with volunteer teachers. Over 40 students are participating.

7. Meeting adjourned at 10:20 am.

Submitted by Claudette Peterson