

**SCA Chinese Heritage Club
Board of Directors Meeting
Monday, December 3, 2012, 1:00 PM to 3:00 PM
Room 3, Liberty Center
Minutes**

1. Meeting was called to order at 1:04 pm.
2. Quorum was established. All 2012 and 2013 board members were present. Also present was Tom Sulistio.
3. The Meeting Minutes of October 16, 2012 was approved.
4. New Officers Assignment: The 2013 CHC board members will have the following responsibilities: President: Peter Chin; Vice-President: Vivian Wang; Treasurer: Claudette Peterson; Secretary: Stella So; Activity/Program: Grace Liang; Ad Hoc: Diane McGiffin; Membership & Communication: H.K. Poon.
5. Reports from Officers and Directors
 - Financial: Peter Chin reported a balance of \$3,972.91. This included Checking balance of \$3262.47, Goodwill fund of \$589.68, and Petty Cash of \$163.92.
 - Membership & Communications: Joseph reported that we have 4 new members. Renewal of membership is only 40% and he will include again a reminder in the next email to members.
 - Activity/Program: Grace reported that the Mongolian dance group is practicing and she has had good corporation from Sunny of SCA Activity's department when a change of schedule was needed.
 - Ad Hoc: Diane reported that CHC articles to the Spirit is current.
 - President & Vice-President's report: (Peter & Kitty)
 - a. Mandarin Advanced & Beginners Classes: Kitty has 4 and maybe 5 teachers for the classes next year. This year's Advanced and Beginners classes will be combined to form the 2013 Advanced class making a total of about 21 students. Currently, 7 SCA residents, not currently CHC members, have expressed interest in the January classes. Possibility of promoting the class on Channel 99 and by Joseph's member email info. Kitty's request for a budget of \$140 for teachers' books was approved.
 - b. LifeStyle Committee events on 12/6 for Presidents and treasurers: Kitty and Claudette will attend. For the 1/18/13 SCA President event: Peter Chin will attend.
 - c. New SCA mailbox list: 3 members who have access to the CHC mailbox are Peter Chin, President, H.K. Poon, membership director, and Claudette Peterson, treasurer.
6. Other Reports
 - Round Robin Mahjongg Tournament: Joseph & Vivian Wang reported that member participation would increase if Game Day was changed to the 4th Thursday of the month. Board approved and Grace will request the schedule change.
 - Election results for 2013: Thanks to Joseph, Dorothy, CC and Ta-tung for a job well done.
 - Spring Festival Committee for 2013: Will be discussed at next meeting.
 - CHC sponsored Health Information Talk on Nov 10 (Tom Sulistio): We thank Tom and his family for their presentation.
7. New Business
 - Diana Shen's request for CHC roster: It was decided that Joseph will have members contact Diana if they wish to be added to her list of SCA residents. Peter T will inform Diana.
 - New Officer form to Danielle Bartle: Form was completed and will be submitted by Peter Tu.
8. Adjournment: 3:15pm

Submitted by Claudette Peterson