

## SCA Chinese Heritage Club

### **Board of Director Meeting Minutes**

August 25, 2016 Thursday 9:00 am Main Bristol Room 1: Anthem Center

- . 1) Meeting was called to order by HK Poon at 9:00 am.
- . 2) Board members present: HK Poon, David Chan, Diane McGiffin, Mary Hu, Stella Huang and Agnes Lee Board member absent: Claudette Peterson, secretary. (David Chan was asked to take minutes.) Others present: Lizwu Wu, Reenie Wang.
- 3) July 21, 2016 minutes were approved. 4) Report from Officers and Directors:
  - a) Treasurer: Diane's report reflects a Checkbook balance on July 21, 2016 of \$5,489.87. Social Tea Party ticket sold was \$243.00, giving a total of \$5,732.87. CHC Directory expenses of \$8.44 was subtracted giving a checkbook balance of \$5,724.43. The Saving Account balance is \$591.04. (See attached Treasurer's financial report). Diane also advised the board that USE Tax Return must be submitted each month, even when the amount is zero. In addition, a ***Service Agreement Worksheet*** is presented to be used when contracting non-resident performers in all club activities. (Both documents are herin in attached.)
  - b) Membership: Mary reported that the 2017 dues pre-paid so far is \$138.00. The new reduced 2017 membership fee of \$5.00 per member and \$10.00 per couple will be announced on Sept. 1, 2016.
  - c) Activities: Stella announced that the Mid-Autumn Festival celebration of Sept. 16 will include local performers and dinner will be provided gratis. Outside performers will be contracted and no dinner will be provided. Board members are requested to arrive at 3:00 pm to help with setting up tables, equipment, etc. The planning committee, consisting of HK, Agnes, and Claudette, will meet with Stella to finalize the program.

d) Communications: Agnes will submit the date of the Mid Autumn Festival to the Spirit Magazine.

e) Vice President: Pearl Wong brought to my attention that ObamaCare's new Medicare rules are confusing and could be very costly to recipients. A special forum of 20 minutes to clarify this issue to be presented by David Chan was approved following the General Membership Meeting on Sept. 19, 2016.

f) President: HK reported that the title of our New Year celebration can be changed from *Spring Festival* back to *Chinese New Year Celebration*. He will attend the October 1, 2016 CLC workshop to present the case and make the change official.

5) Old Business a) Lizwu Wu and Reenie Wang gave a recap of the Social Tea Party held on Aug. 21 and it was a

success. b) David Chan reports the next Information Forum is scheduled for Sept. 18 and the title is "Good

Sleep is the Key to Longevity" to be presented by Antonio Chan, MD. c) Mid-Autumn Festival - please see paragraph 4c above.

d) The amended By-Laws will be presented in a General Membership Meeting to be scheduled on Sept. 19, 2016 at 10:30 am for ratification by the general membership followed by a free lunch. Date, time and location will be announced.

e) Follow up on Channel 99 interview and video: HK reported that a redo of a small portion is scheduled for Aug. 27.

6) New Business: a) A Planning Committee is formed, consisting of Mary Hu (chair), Diane McGiffin and HK Poon, to

prepare for the Thanksgiving Event. b) A Nominating Committee for 2017 Board Officers will be formed with one board member and two

club members. c) Jerry Wang submitted his resignation as WebMaster.

Board will search for a substitute.

7) Adjournment at 10:30 am Respectfully submitted by David Chan

## August 2016

Checkbook balance on July 31st 2016	\$ 5,724.43
Social Tea party tickets sold	\$ 105.00
Moon Festival party tickets sold	\$ 1,610.00
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Total	\$ 7,439.43
Social Tea party expenses	\$ 516.44
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Checkbook balance on August 31st	\$ 6,922.99
Saving account balance as of August 31 <sup>st</sup>	\$ 591.07

\*\*Prepaid 2017 Membership fees \$138.00