

**Chinese Heritage Club
Board of Directors Meeting
Sat Feb 3, 2018
Board Room, Liberty Center**

1) **Call to order** - 9:05am, Feb 3, 2018

2) **Roll Call/Establish Quorum**

Present:

Board members: Michele Kan, President;
Shendi Young, Secretary
Gloria Lan, Treasurer
Sulien Yao, Activities

Member: Alan Lan

Absent: Gloria Pi, Vice President

Special Guest: Joan Roth, CLC Liason

3) **approval of Jan 6, 2018minutes**

The motion to approve the minutes was made by Shendi Young, second by Sulien Yao and approved unanimously.

4) **Report from Officers and Directors**

President – We welcome our guest, Joan Roth, Liason of CLC, to sit in our meeting and meet our new board members.

Secretary/Communication - Shendi Young : no report

Treasurer- Gloria Lan:

Bank account balance as of January 31, 2018

Checking account	\$7,557.41
Savings account	closed
Petty cash	<u>\$ 136.71</u>
Total	\$7,694.12

Income Statement:

Income	\$5,465.00 (a)
Expenses	\$ 112.01(b)

(a) Chinese New Year banquet ticket sale \$4,910.00 (116 members + 6 non members)
Membership fee \$555.00 (111 members)

(b) 2 Posters (\$48.71 x 2), box of envelopes \$6.48, refill ink for ink pad \$8.11

Activity - Sulien Yao will do the final verification with KJ restaurant about the party detail on Feb 5th of Feb.

5) Old Business:

- I) Chinese New Year Party at KJ Dim Sum and Seafood Restaurant on Feb 8th. All arrangement is done.
- II) CLC new club office workshop hosted by the Community Lifestyle Committee on January 23rd. Four of board members except Activity Director attended the Workshop.
- III) CHC activity group attendance records for Modern Chinese Dance Workshop, Yuan Ji Dance and Folk Dance has been implemented and each group has been cooperative in turning in the attendance records.
- IV) Transfer of accounting records of 2017 from Celia Chang to 2018 Gloria Lan on January 10 was completed.
- V) Display of Chinese New Year in Anthem Center in the month of February. This project was lead by Alan Lan. Poster and other decorations are placed at the corner of front entrance of Anthem Center. Michele said she received emails from members and residents complimenting the display.
- VI) New event of "SCA meets CHC, a Chinese Heritage and Culture Show" on 4/15 (changed from 3/25). Name was changed to "SCA meets CHC, a Glimpse of Chinese Heritage and Culture". Event producer/director, Vincent Kan, was not able to attend the meeting. However, planning and arrangement are under way.

6) New Business

- I) Any CHC event if open to SCA residents, requires approval from CLC. CLC has approved the following 3 events for 2018: Dragon Boat (June 16), Moon Festival (September 21), and Thanksgiving (November 17).
- II) For the event of "SCA meets CHC, a Glimpse of Chinese Heritage and Culture" on 4/15, Michele Kan made a presentation at the CLC Workshop on Feb. 1 and awaiting CLC's approval.

7) Meeting adjourns at 10:00 a.m