

SCA Chinese Heritage Club  
Board of Directors Meeting  
Tuesday, November 12, 2014 9 a.m. – 11 a.m.  
Penn Room – Independence Center

**Minutes**

1. Call to Order at 9:04 am
2. Establish Quorum: 2014 Board present were Vivian Wang, HK Poon, Stella Huang, and Claudette Peterson. Yu-Shih Chen was absent.  
2015 Elected board members were present. Vivian Wang, HK Poon, Diane McGiffin, Claudette Peterson, Stella Huang, Kitty Zee, and Mary Hu.  
Member present: Lynn Poon
3. Approval of Meeting Minutes of October 21, 2014 was given.
4. Reports from Directors
  - a) Financial (Claudette Peterson): Checking account \$5,548.85 and savings \$590.52. Total of \$6,139.37.
  - b) Membership and Communication (HK Poon): Medical Talk that was scheduled for December 2 is cancelled. A talk will be scheduled for January.
  - c) Activity/Programs (Stella Huang): No report.  
The Chinese New Year program is in planning stage. Food options are being considered.
  - d) Spirit Magazine Update (Diane McGiffin): The deadline for submission of articles to the Spirit will be November 29 for the January issue.
5. New Business
  - a) 2015 CHC Board of Directors' assignments:

President:	Vivian Wang
Vice President:	H K Poon
Secretary:	Claudette Peterson
Treasurer:	Diane McGiffin
Membership:	Mary Hu
Activity/Programs:	Stella Huang
Communication:	Kitty Zee
  - b) Report/Discuss Nov. 23 Social Tea Party: Vivian and Lynn Poon will make the arrangements.
  - c) December 2nd Medical Talk is cancelled. A January talk is planned.

- d) December 4th Annual meeting for FINANCIAL results reporting – 9 a.m. at Delaware Room: Vivian, Diane and Claudette will attend
  - e) December 6th SCA Club Fair – Kitty Zee and Lynn Poon will set up display and stay to answer questions and distribute membership forms.
  - f) 2015 Spirit Magazine – New schedule and contents will be submitted by Kitty.
  - g) February 20, 2015 Chinese New Year party: Vivian will be the coordinator and Stella Huang will be responsible for programs.
6. Next board meeting: No board meeting in December.
7. Adjournment at 10:30 am

Submitted by Claudette Peterson