

**SCA Chinese Heritage Club
Board of Directors Meeting
Tuesday, May 21, 2013, 9:00am-10:40am
Penn Room, Independence Center**

MINUTES

1. Meeting was called to order at 9:10am.
 2. Members present: Peter Chin, Vivian Wang, Stella So, Claudette Peterson, Grace Liang and Diane McGiffin. HK Poon was absent due to work.
Also present were: Lynn Poon, Jerry Wang and Kitty Zee.
 3. Minutes of March 19th, 2013 meeting was approved.
 4. Reports from Officers and Directors:
 - a) Financial: Treasurer Claudette report a balance of \$2383.96 after:
Payments of \$116.32 for Mandarin Class expenses.
\$200 donation to Foundation Assisting Seniors.
\$99.00 to Jerry Wang for CHC Website.
 - b) Membership & Communication:
Lynn Poon has nothing to report except that HK will be back in time for the Dragon Boat Festival.
 - c) Activity/Program: Grace Liang report that Susan's dance class will resume this September.
 - d) Ad Hoc: Diane McGriffin has submitted info for the Dragon Boat Festival and the medical seminar on colonoscopy (6/23/2013 from 2:00pm – 5pm) for the Spirit's June publication.
 - e) Vice President: Vivian Wang reports on the Dragon Boat Festival:
208 tickets sold at \$5/person.
1,000 raffle tickets at 50 cent each will be offered for purchase.
Lynn had solicited gifts from local merchants.
1 book written by Dr. Poon and donated by him for raffle ticket prizes.
There will be 4 programs:
 - Dragon Boat comedy skit written by Lynn Poon.
 - Mongolian Dance.
 - Barber Shop Quartet.
 - Ball Room Dance.
- MC: Anita Fan.
Light/Sound: Shannon Shen, Peter Tu, Nita Liu & Lynn Poon.
Zongzi: Diane will distribute one per guest.

Fruit Bowl: Vivian.

Raffle Tickets: Allison Lee, Barbara Tu and Grace Liang.

- No table decoration contest.
- Each table is responsible for it's own table cloth & utensils.
- Takeout Meal for 8 (\$65) available from China Tango.
- Reminder from Kitty – No personal liquor permitted per SCA regulation.

5. Joan Wong Art Class:

Vivian will correspond with Joan to setup class schedule and cost. Mandarin Classes will have summer recess July and Aug, therefore confirmed room available for art classes if enough students sign-up.

Mahjong:

Diane mentioned that there are occasions that SCA Mahjong Club would not allow our players to share the Penn Room even though tables are available. Grace will talk to Sunny to request for extra days for CHC MJ and Poker groups.

5. New Business:

Foundation Assisting Seniors - Per Claudette CHC's donation to the Foundation is a very good cause, and unanimously agreed by the Board.

Picnic:

This event will be held at Independence Center courtyard. Kitty suggest this to include General Membership Meeting as well as a Nominating Committee Meeting for 2014's Board of Directors. Food suggestions – KFC, pizza and McDonald.

New CHC Website:

Jerry Wang has created a new CHC website which is very user friendly, however, under-used by CHC members. Nita and Vivian will serve as back-up. Per Jerry, new equipment needed, but expensive. No decision made by Board at this time.

Lizwu's Dance Group Request:

Lizwu withdrew her request to use the Ballroom, booked for Sep. 15. Vivian suggest that CHC use the room for karaoke and dance party for all members.

Admission \$1 or \$2 at the door. No food. She will discuss this with Lizwu.

7. Adjournment: Meeting adjourned at 10:40am

Submitted by Stella So