

**YACA Board Meeting Minutes**  
**Tuesday, October 12, 2010**  
**Yinghua Academy**  
**Final**

Ms. DeGeest called the meeting to order at 6:30 pm.

**Board Members Present**

Tess DeGeest, Coley Murphy, Ana Ly, Ruth Straub, Muree Larson-Bright and Shane Stubblefield

**Board Members Not Present**

Todd Harmsen, Tanya Battista Crespo, Serena Jones-White

**Also Attending**

Alison Parks, Volunteer Coordinator; Abigail Pribbenow, School Board Liaison and Becky Hoffman

**Agenda**

Ms. Larson-Bright made a motion to approve the agenda. Mr. Stubblefield seconded the motion. The agenda was approved.

**Minutes**

Ms. DeGeest made a motion to change the minutes of the September, 14<sup>th</sup> meeting. Mr. Murphy move to approve the September meeting minutes as amended. Ms. Larson-Bright seconded the motion. The minutes were approved.

**Public Forum**

Ms. Hoffman reported that she has a location for the celebration of the school gala event with a silent auction benefiting Yinghua Academy and coinciding with the Lantern Festival. It is a photographer's studio in the intersection of Broadway and Stinson Blvd. Their rental fee is \$800; there is no need of a deposit.

She also announced that they are working on a timeline for ticket sales. There is a chance that they may be able to have some tickets ready for Conferences (November 22<sup>nd</sup>). They plan to make available an option where parents could sponsor tickets for Yinghua staff. They will be sending a formal invitation in mid December.

**Standing Reports**

**Chair/Co-Chair:**

Ms. DeGeest announced the initial required paperwork for the 501c3 status has already been submitted. This will be the beginning of a new organization that will serve as the organization for any fundraising event of Yinghua Academy.

This organization will also collect income from any consulting that Yinghua Academy may perform.

There will be a search for qualified people who would like to serve in the new Yinghua Academy Foundation. This foundation is expected to attract the same level of interest as other Non-Profit organizations.

Ms. DeGeest is currently working on the Articles of Incorporation.

**Secretary:**

Ms. Ly reported that some of the YACA information in the school Website is outdated. The new Website that will be launched on October 15<sup>th</sup> will contain the correct information.

**Treasurer:**

No reports

**Volunteer Coordinator:**

No new reports

**School Board Liaison:**

Ms. Pribbenow presented that in the October 4<sup>th</sup> Board meeting auditors came to present an independent audit report. This report highlighted the excellent management of funds that our school has maintained. These accomplishments were analyzed in a letter sent to the entire Yinghua community.

The Board is currently working revising and amending Facebook guidelines in order to improve the school Facebook page. Board groups are also looking to fill open seats with people interested in the different tasks.

**Sub Committee Reports**

**Communications:**

Mr. Murphy presented that our current Newsletter must include Double Ninth Day, General Membership Meeting, Chinook book fundraiser and Lost and Found.

**Fundraising:**

Ms. DeGeest already presented the fundraising efforts in her Chair reports.

**School and Family:**

Ms. Ly reported that preparations for the Double Ninth/Grandparents Day are underway. This celebration will take place on Thursday, October 14<sup>th</sup> from 6-7:30 pm at Yinghua Academy. Ms. Larson-Bright is in charge of purchasing materials for an art project to make greeting cards for grandparents. Ms. Battista

Crespo will buy lemonade. Mr. Stubblefield will be there to help set up before the event. Ms. Ly has prepared posters advertising the event. Ms. Ly also reported that local artist Mr. Bob Schmitt will attend the event and will be doing an art activity with Yinghua students during the event. Ms. Ly also send an e-mail through the Classroom Coordinators inviting parents to attend a kite flying event before YACA's Double Ninth/Grandparents Day celebration.

### **Classroom Coordinator**

Ms. Ly and Ms. Parks reported that the Classroom Coordinators have started correspondence with families and teachers. Classroom Coordinators are helping looking for grandparents volunteers to come to the classroom on October 14<sup>th</sup> during school to celebrate the Double Ninth/Grandparents Day with our students.

### **Education**

MIA's field trip will be on October 29<sup>th</sup> for second graders. According to Mr. Carl Schlueter volunteers will be requested through the permission slip that teachers will send home with students.

YACA's General Membership Meeting will be held on October 19<sup>th</sup> from 6:30-8pm at Yinghua Academy. Tara Fortune from CARLA will be the speaker. Ms. DeGeest will make sure that arrangements are made for childcare. Snacks will be donated and lemonade will be provided. Ms. Pribbenow will present the State of the School report.

### **Old business**

On the November YACA Board meeting there should be a time dedicated to Strategic Planning. Ms. DeGeest and Ms. Larson-Bright will initiate it in order to start the process.

### **Adjourn**

Ms. DeGeest adjourned the meeting at 7:50 pm.

Next Board meeting date is scheduled for 6:30pm, Tuesday, November 9<sup>th</sup> at Yinghua Academy.