

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, March 22, 2021 6:00 p.m.

Zoom Meeting <https://zoom.us/j/95049866227>, ID 950 498 66 227

Board Members in Attendance: Amanda Schneider (Chair), Suzanne Reider (Treasurer), Nathan Bode (Secretary), Cindy Bursell, Eric Foster, Brooke Darrah-Hage (arrived at 6:06 p.m.), Paul Haller, Joel Luedtke, Cindy Moeller, Evan Owens, Erica Rasmussen, and Charles Robinson

Board Members Not in Attendance: Joel O'Malley

Executive Director in Attendance: Susan Berg

YACA Representative in Attendance: Vanessa Beckett

Public in Attendance: Wynee Igel

I. CALL TO ORDER

Ms. Schneider called the meeting to order at 6:03 p.m.

II. APPROVALS (5 minutes)

a. 3/22/2021 Agenda

Ms. Schneider presented the agenda.

**The MOTION by Ms. Moeller to approve the agenda was seconded and passed.
Ms. Reider abstained.**

b. 2/22/2021 Regular Meeting Minutes

Ms. Schneider presented the minutes for the February Board meeting. Minor edits were recommended by Ms. Berg and Dr. Haller.

The MOTION by Dr. Haller to approve the minutes as amended was seconded and passed.

III. PERSONNEL COMMITTEE (39 minutes)

Ms. Moeller provided an update on the Executive Director performance review process. She presented the evaluation process in detail that will include feedback from Board Members, Board Committee members and school administration staff. There is a timeline for the next two months which includes a deadline for Board members to

provide feedback by Sunday, April 18th. There will be formal feedback given at the May Board meeting.

Ms. Berg provided updates on her goals for 2020-2021 school year for the Performance Evaluation across categories that include Organizational Development, Human Resource Management, Academics, Finance, Facilities and Board Collaboration. Ms. Berg also mentioned the Friends of Education Site visit report. The on-site visit by Friends of Education went very well.

IV. FINANCE / FACILITIES UPDATE (12 minutes)

a. February Financials

Ms. Reider summarized the current financials, which are 66% complete for the 2020-21 fiscal year. Expenditures are at 62% and revenues are at 62% of the annual budget. There is currently a total net loss of \$47,355 across all funds. Funds 02 and 04 represents most of the losses. The current financials do not have the recent revised and approved budget. The Finance committee has started to discuss next year's budget assuming a full in-person model. Next's year budget is expected to be presented at the next Board meeting.

Ms. Berg mentioned that there will be an interview with S&P for their annual Global Ratings Review.

b. Form 990 for Yinghua Academy and Yinghua Building Corporation

There was discussion on Yinghua Academy annual tax return Form 990. A decision was made to defer the vote on Form 990 until the next Board meeting to give Board members a chance to review the return.

V. GOVERNANCE UPDATE (8 minutes)

a. Board Seat Election Update

Dr. Haller gave an update on Board Election updates. He mentioned that 8 candidates have applied for the 5 open positions. There are members running for parent, teacher, and community positions. Voting will start after the Annual meeting and be open for week from April 29th to May 6th.

VI. DEVELOPMENT COMMITTEE UPDATE (3 minutes)

Mr. Luedtke mentioned the Red Envelope Campaign has gone very well with it reaching the \$50,000 goal today.

VII. EXECUTIVE DIRECTOR UPDATE (16 minutes)

Ms. Berg provided additional updates to what she mentioned in the Personnel Committee section. She is proud of what our community has done this past year. She was excited to be bring back kindergartners and first grades to school full-time. She reminded the Board that only Term 3 report cards are the ones that stay with students.

Mr. Luedtke commented on the recent Covid-19 exposures and asked about the testing process. Ms. Berg responded that the recent Covid-19 exposures appeared to have happened over spring break. The school staff has the option to take saliva test every two weeks.

VIII. ANTI-ASIAN VIOLENCE DISCUSSION (21 minutes)

Ms. Berg mentioned the recent events in Atlanta and what steps are being taking at the school to address recent anti-Asian violence. She sent a note to staff addressing the issue. The school has contacted the Minneapolis 2nd Precinct and Minnesota's Department of Public Safety. The Department of Public Safety will perform a review of Yinghua Academy facilities. They also gave additional guidance to the school administration. The school has purchased additional walkie talkies to help with communication. The staff has been asked what additional steps the school can take.

Ms. Reider asked if there is anything the school or parents can do for teachers to feel like part of community outside of school day. Ms. Berg mentioned that Dr. Lien and Jennifer Olsen offer ways to support the teachers outside of the school day. Mr. Luedtke mentioned a planned snack drop and asked what else can be done. There were also discussions regarding the pressure from teacher's parents to return home. Lastly, security improvements to the facility were reviewed.

IX. PUBLIC COMMENT (4 minutes)

Ms. Igel commented about appropriate naming of the Covid-19 variants. She also asked if there is anything that can be done to improve the current lunch time process.

Ms. Rasmussen thanked Ms. Beckett and Ms. Igel for the gift certificates provided during Chinese New Year.

X. ADJOURN (1 minute)

Ms. Schneider concluded the meeting.

The MOTION Mr. Luedtke to adjourn at 7:52 p.m. was seconded and passed.

Minutes drafted by Nathan Bode

Approved by vote of Board on: 4/19/2021