

Yinghua Building Corporation (YBC, Inc.)
Board Meeting Minutes
October 18, 2021; 4:00 PM

Board Members Present: Scott Jax, Karen Lu

Representatives of Yinghua Academy: Sue Berg, Jennifer Olsen, Amanda Schneider, Dan Carson, Nate Winter (CLA)

1. Call to Order

The meeting was called to order at 4:12 pm by Scott Jax.

2. Agenda

The board approved the 10/18/21 agenda.

3. Governance

a. Open Board Seat – Daniel Blakley

Mr. Jax and Ms. Lu approved appointing Daniel Blakley to the YBC board.

b. Updated Bylaws Drafted

Mr. Jax presented a draft of updated YBC Board Bylaws for the Board to consider at a future meeting. These bylaws were drafted by YBC's Real Estate Attorney, Craig Kepler at Best & Flanagan, LLP.

4. Meeting Minutes

The Board noted that the June 8, 2021, meeting referenced in the minutes was actually cancelled/postponed until this meeting today. The board, by consensus, approved the 5/19/21 minutes as presented.

5. Financials

Mr. Winter presented the Q4 Financial Statements and noted Yinghua Academy trueing up the lease aid Per Pupil Unit.

6. School Update

Mr. Carson presented the LED lighting (\$41,761 including rebates) and entrance matting (\$27,000) proposals and how they will improve the learning environment and safety of the facility. All discussed expenditures for these projects to be withdrawn from cash accounts and not the capital improvement fund. The board, by consensus approved both projects as presented.

Mrs. Berg gave an update on the South Courtyard project which will be the focal point of this fall's Stay Safe Dragons fundraiser: "Renewing Relationships: Faces and Spaces". This project will be supported by YACA funds and not YBC. The hope is for a Spring 2022 launch of the Courtyard project and when the project is more fully drawn and developed, the school would like to reconvene with the YBC Board to share details of the project planning.

Mr. Carson gave an update on ventilation studies. Step 1 occurred this summer to obtain a baseline with no students in the building. All equipment had new filters, and the resulting air quality was good. Step 2 studies occurred this fall after students had returned to the building. Tests were taken in two high traffic areas over two days. ATP tests were also conducted to assess the effectiveness of cleaning/disinfection. All results were good and will be communicated to families soon.

The Board agreed to tentatively planning its next meeting for April 14, 2022 from 4:30-5:30 pm immediately before the YA Finance Committee meeting.

7. Adjourn

A motion was made to adjourn the meeting at 4:53 pm.

Respectively submitted,
Karen Lu, Secretary