

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, August 18th, 2025, 6:00 p.m.

Yinghua Academy Media Center: 1616 Buchanan St NE, Minneapolis, MN 55413

Board Members in Attendance: Colleen Ebinger (Chair), Yinglu Zeglin (Secretary), Chris Klisch (Treasurer), Cindy Moeller, Paul Landahl, Ying Zhang, Bryan Huang, Pamela Stommes, Bradly Byykkonen, Jessica Griffin, Brian Srahan, Catherine Wang Yang, Trupti Storlie

Board Members Not in Attendance:

Executive Director in Attendance: Dr. Luyi Lien

YACA in Attendance: Mike Wilson

Public in Attendance:

I. Call to order (6:08 pm)

Ms. Ebinger called the meeting to order at 6:08 pm

II. Approvals (6:08 - 6:21 pm)

a. 8/18/2025 Agenda

Ms. Ebinger presented the draft agenda for the August board meeting.

The MOTION by Mr. Klisch to approve the agenda was seconded and passed.

b. 6/9/2025 Meeting Minutes

Ms. Ebinger presented the minutes of the June Board meeting.

The MOTION by Ms. Moeller to approve the June meeting minutes was seconded and passed.

C. Leave of absence

Dr. Lien shared that the Kindergarten student who was granted a leave of absence at the May 2025 board meeting has requested to extend the leave from August 2025 through May 2026. The board had a thorough discussion, taking into account the current grade-level waitlist and the potential budget impact on the school.

The MOTION by Ms. Ebinger to deny the Leave of Absence was seconded and passed.

III. School Services Contracts (6:21- 6:28 pm)

a. Accounting Services Bidding Update

Another accounting firm responded to Yinghua's Request for Proposals by submitting a bid. However, it was not more competitive than the accounting services proposal that was previously approved by the board. Therefore, the board determined no further discussion was necessary and decided to uphold its original decision.

b. Custodial Services

Dr. Lien presented several bids from custodial service companies for the board's consideration.

The MOTION by Mr. Landahl to approve the Custodial Services Contract was seconded and passed.

IV. New Board Year Kick-Off (6:28- 6:50 pm)

a. Board Member Introductions

Each board member gave a brief self-introduction.

b. What to expect in the coming year

Ms. Ebinger reviewed the board and committee meeting dates and formats with the new board members. The board also discussed the required training sessions for both returning and new members.

c. Board norms for working together

The board discussed and reached agreement on the board norms.

d. Committee descriptions and assignments

All board members shared their committee assignments and groups.

V. Discussion and Brainstorming: Defining school culture goals (6:50-7:06 pm)

Ms. Ebinger highlighted one of Yinghua's key goals: improving school culture. Ms. Moeller shared that in the past, Yinghua conducted a School Climate Survey with

parents and staff, which provided valuable insights for school highlights and area for growth. Dr. Lien then shared several activities and initiatives aimed at strengthening Yinghua's school culture in the past as well as this year.

VI. 20th Year Anniversary Celebration (7:06 - 7:19 pm)

Dr. Lien shared that Yinghua Academy is celebrating its 20th anniversary. A variety of fundraising activities and school-wide events are planned, including:

- September: Family Picnic
- October: Grandparents Day
- November: Give to the Max
- May: Legacy Celebration (featuring the Yinghua Academy Documentary)
- End of School Year: Walking to the Future

VII. Finance Committee Update (7:19 - 7:35 pm)

Mr. Klisch provided an overview of the June financials and presented the health insurance bids for the staff's various plan options. The board discussed the advantages and disadvantages of each plan to determine the best benefits for all staff members.

The MOTION by Mr. Klisch to approve a Health Insurance Contract was seconded and passed.

VIII. School Updates (7:35 -8:11 pm)

Dr. Lien presented:

- Dress code
Dr. Lien provided updates on several items related to the Uniform Policy.
- Enrichment & Aftercare
A catalog of all afterschool activities offered to students was presented. Dr. Lien provided the rationale for the fees associated with certain activities, such as Debate. The board engaged in a discussion regarding strategies to make higher-cost activities more accessible and affordable for students and families at Yinghua.

IX. Highlights of Executive Director's Report (8:11-8:13 pm)

Dr. Lien shared highlights from Yinghua's summer planning activities. For example, at the Leadership Retreat, school leaders focused on advancing the school culture goals.

X. PUBLIC COMMENT
N/A

XI. ADJOURN (8:13-8:14 pm)

Ms.Ebinger concluded the meeting.

The MOTION by Mr. Landahl to close the meeting was seconded and passed.

Minutes drafted by Yinglu Zeglin

Approved by vote of the Board on September 15th, 2025 .