

**YACA Board Meeting Minutes**  
**Thursday January 17th, 2008**  
**Yinghua Academy**  
*final*

Ms. Erickson called to order at 6:21 pm

**Board Members Present**

Janine Trutna, Jennifer Daul, Christina Erickson, Sandy Doubek, Cindy Moeller, Jean Parish, Julie McCormick, Clayton Black, Deb Volkert

**Visiting**

Ruth Hanson and Kristin Swenson

**Agenda**

Ms. Trutna made a motion to approve the agenda with changes.

Ms. Daul seconded the motion

Motion approved unanimously

**Meeting Minutes Dec. 17<sup>th</sup> 2007 YACA board meeting**

Ms. McCormick made a motion to approve the minutes

Ms. Parish seconded the motion

Motion approved unanimously

**Meeting Minutes Jan. 12<sup>th</sup> 2008 General Membership meeting**

Ms. Trutna made a motion to approve the minutes with changes.

Ms Volkert seconded the motion

Motion approved unanimously

**Standing Reports**

**Chairs:**

Ms. Erickson sent a thank you note to Ms. James, speaker at the January 12<sup>th</sup> YACA General Membership meeting. Ms Daul handled the payment of the speaker and the day care provider for Saturday's general membership meeting. Board discussed creating an invoice or a receipt for future YACA payments.

Ms. Daul recommended that YACA create a sandwich board sign announcing events that would be placed outside before the school day. Ms. Trutna will look into signage or a sandwich board for YACA and will report at the next meeting.

**Secretary:**

Ms. Doubek passed around modified YACA logo designs, and after further discussion the board decided on one of the logo designs to use as YACA stationary for newsletters and correspondence. Ms. Doubek will send the logo letterhead stationary to Ms. Daul to use in the YACA newsletter.

**Treasurer's report:**

Ms. Erickson gave the Treasurer's report this month sharing with the board that the YACA bank account management has been transferred to Ms. Erickson and Ms. Daul. Until a Treasurer is elected, Ms. Erickson will serve as the YACA treasurer. The YACA board is actively seeking a volunteer for the Treasurer's position. Ms. Erickson will draft a process for searching a new

treasurer, which will include a written letter listing their interest and qualifications for the position and a background and credit check for the final candidate. Ms. Swenson will put a note in the next volunteer letter about YACA seeking a volunteer treasurer for the board in the newsletter that will be sent in children's backpacks January 13<sup>th</sup>, 2008.

**School board report:**

Ms. Moeller gave a report on the applications for 2008-2009 school year, we currently have 51 applications for kindergarten next year.

6<sup>th</sup> grade and beyond is still being worked on with final decision in early March on which direction to support.

**Subcommittees:**

**Fundraising Committee:**

Direct Drive will start in February. Ms Daul is working on the process for the Direct Drive with Mr. Black. Ms. Moeller recommended that the Direct Drive letter state some great accomplishments of the school. Mr. Black recommended that we also over view last year's direct drive success. It was recommended that we create a thermometer or a Chinese red envelope or lantern theme to use as a visual for meeting the goal at the school.

**Artistic and Scientific Partnership:**

The MIA tour was successful. We are working with McPhail and Vocal Essence for the rest of the school year.

The YACA survey, which will be sent out by Ms. Doubek, will contain a section for recommendations for the Artistic and Scientific Partnerships in 2008 – 2009 school year.

**Library:**

Volunteer day on Saturday January 12<sup>th</sup>, 2008 was successful. A lot of work was completed towards our task of finishing the library.

**Great Gathering's:**

Sign up for hosting Great Gathering events has started. Ms. Volkert will be hosting a great gathering event at the end of February. Ms. Trutna recommended that we suggest to parents to host a grade level gathering that a few families can go together.

**Volunteer Coordinators:**

New volunteer advertisement will go out tomorrow for lunches and recess volunteers.

**Old Business**

**YACA General Membership Meeting:**

Overall the General Membership meeting on Saturday January 12<sup>th</sup>, 2008 was a success! There was great feedback about the meeting and the speaker. Mr. Black made the recommendation that we try to videotape or audiotape the presentation that could be checked out by the parents.

**YACA Newsletter:**

The first newsletter will go out on February 1<sup>st</sup>, 2007 using the new YACA letterhead stationary template. The newsletter will outline the success of the January General Membership Meeting, the March 6<sup>th</sup> General Membership Meeting, Direct Drive information and the Great Gatherings upcoming events in February 2008 and beyond.

**MAIN:**

Ms. Erickson encouraged the board to sign up at [main.org](http://main.org) to receive the newsletter

**BUDGET Website information:**

Ms. Erickson brought up the subject of posting YACA budget on the Yinghua Academy website. After further discussion it was decided that Ms. Erickson would address the YACA budget information in her YACA information on the website. Additionally, have the budget available in the YACA binder at the school.

**New Business**

Research Library for parents or fundraising idea for school uniforms or reference books was discussed and will be discussed at the upcoming YACA board meetings.

**Adjourn**

Ms. Erickson adjourned the 8:34 pm.

Next Board Meeting date is Thursday February 21, st 6:30 pm at Yinghua Academy