

**YACA Board Meeting Minutes**  
**Wednesday March 14<sup>th</sup>, 2007**  
**Yinghua Academy**  
*Final*

**Board Members in Attendance**

Aura Lee Besse, Cindy Moeller, Christina Erickson, Jennifer Daul, Janine Trutna, Sandy Doubek, Jean Parish

**Board Members Not in Attendance**

**Review and Approve Agenda**

There were a few additions to the agenda under New Business.

**Review and Approve minutes from last meeting**

Ms. Trutna forwarded a motion to approve the minutes with no additional changes or corrections.

Ms. Daul seconded the motion.

Motion passed unanimously.

**Standing Reports**

**Chairs:** Review of By-laws

Election Process –

Discussion was held around the YACA Board transition plan. Ms. Moeller volunteered to create a board transition chart to incorporate into the Board member election process. The general decision by the board is to keep the six current interim board members for stability. Ms. Moeller would become the YA board ex-officio during the 2007 – 2008 year and three new board members would be elected for the 2007 – 2008 school year. In 2008, the office of vice chair, secretary and one representative will be up for election.

Ms. Trutna forwarded motion to use the bylaws as written to date for the general election.

Ms. Parish seconded the motion.

Motion passed unanimously.

**Secretary:**

Ms. Doubek recommended that the YACA board ask for volunteers for a clean-up day and flower-planting day at the general membership meeting. Ms. Moeller will get further clarification on Director Lueth's vision for planting and respond to the board prior to the general membership meeting.

**Treasurer:**

Ms. Besse presented the YACA financials. Direct Drive total is \$5,100.00, which does not correspond with Director Lueth's report. Ms. Trutna and Ms. Parish have copies of all of the checks and will cross-reference the report. In the future Ms. Besse would like to receive the checks and keep the record. Ms. Moeller gave the board an overview on the segregation of duties guidelines meeting that was held by Friends of Ascension for all sponsored charter schools. This is put in place in order to prevent embezzlement, which supports multiple individuals keeping record and not centralized through one person. Ms Besse will keep copies of all checks for all future fundraisers.

Ms. Erickson recommended the financial information be handed out at the general membership meeting. Ms. Moeller recommended that we abbreviate the report and make finance copies available at the general membership meeting. Ms. Besse will bring copies of an abbreviated finance report to the general membership meeting.

**Yinghua School Board Report:**

Ms. Moeller gave an overview of her report at the legislative on Tuesday March 13, 2007. She gave a two-minute inspiration talk about Yinghua Academy and invited the committee to tour the school. Ms. Moeller will also give the two-minute inspiration talk at another hearing on Thursday March 15<sup>th</sup>.

Ms. Moeller shared with the YACA board her idea for a potential international charter middle school.

**Communications:**

Ms. Trutna handed out YACA Fundraising Worksheet on the Direct Drive Fundraiser.

There were 90 letters sent out, 37 new supporters for a total amount around \$5,100.00 donations. This averages around \$137.97 per donation with a 41.11% response.

**Old Business:****General Membership Meeting March 28<sup>th</sup>:**

Agenda – The board created the agenda for the general membership meeting.

Communication – Ms. Trutna discussed the letter to the Yinghua Academy parents announcing the general membership meeting. A couple of minor revisions were made to the letter.

Spring General Membership Meeting is tentatively proposed for May 28<sup>th</sup>.

**Spring Carnival School Event:**

Ms. Doubek gave an overview of the Spring Carnival, which is scheduled for May 18<sup>th</sup> from 5 – 8 pm. The board recommended that the spring carnival planning committee have a food concession stand and not a potluck dinner at the event.

**June 9th Board Picnic:**

Ms. Erickson asked if we could create a subcommittee to plan the picnic and communications for the event. Board recommended the picnic be held at Newell Park and possibly inside the building. Ms. Moeller will call and reserve the Newell park building.

**Teacher/Staff appreciation:**

Ms. Erickson proposed we create an appreciation at the end of the year for the teachers and staff. Ms. Moeller proposed we do this at the June 9<sup>th</sup> board picnic. More discussion will happen at the next board meeting. Ms. Doubek proposed that we create a 2006 – 2007 yearbook as the gift for each teacher. Ms. Moeller will discuss further with Director Lueth.

**New Business:**

**Computers:**

Ms. Daul discussed the computers that are available in the second and third grade classrooms. Mr. Avirom suggested that YACA try selling the computers in the second/third grade classrooms for \$25.00/pc. The board decided this would not be a good idea for a fundraiser and we should try to donate the computers. Ms. Trutna volunteered to look into donating the computers from the second and third grade class.

Artistic partnerships, Clothing sale/exchange, YACA website, Date for August picnic were tabled until the April YACA board meeting.

Ms. Doubek forwarded a motion to adjourn the meeting.

Ms. Daul seconded the motion

**Meeting Adjourned at 8:35 pm**