

**YACA Board Meeting Agenda**  
**Wednesday November 15th, 2006**  
**Yinghua Academy**

Ms. Erickson called the meeting to order at 6:35 pm

**Board Members in Attendance**

Cynthia Lee, Kathleen Lowry, Christina Erickson, Jennifer Daul, Janine Trutna, Jean Parish, Sandy Doubek

**Board Members Not in Attendance**

Cindy Moeller, Aura Lee Besse

**Review and approve agenda**

No additions to the agenda. Agenda was approved as written.

**Review and approve minutes from last meeting**

Minutes approved with a few corrections and the addition of second motion for reviewing 501(3)© discussion,

Ms. Parish made a motion to approve the minutes, C. Lee made an amendment to the motion to further review the 501(3)© information.

Ms. Trutna seconded the motion.

Motion passed unanimously.

**Standing Reports**

**Chairs**

- Review the policy section of the By-Laws.

Point A accepted with consistency on hyphens or no hyphens.

Point B accepted with taking out “s” on the word connection.

Point C accepted with slight modifications to commas and parenthesis.

Point D was modified to take out the last section of the paragraph and rephrase it to say “The organization shall work with the school and school board to support quality education for all children and youth recognizing that the legal responsibility to make decisions has been delegated by the people to boards of education, state education authorities and local education authorities.”

Ms. Parish made motion to accept the changes to the policy section of the By-Laws.

Ms. Trutna seconded.

Kathleen Lowry, Christina Erickson, Jennifer Daul, Janine Trutna, Jean Parish, Sandy Doubek approved the motion.

C. Lee opposed the motion.

**Secretary**

- Ms. Doubek gave an update on the school board meetings and the school grand opening on November 20<sup>th</sup>.

**Treasurer**

- No report

## **Subcommittees**

**Grounds** - C Erickson will ask Cindy Moeller and Director Lueth about maintenance and upkeep needs for the school grounds.

**Communication** – Ms. Trutna placed set-up YACA bulletin board at Yinghua Academy and asked for recommendations for other items to be placed on the bulletin board like calendar information. Michele St Martin is starting a newsletter; Ms. Trutna will work on having a YACA section within the newsletter (include fundraising information, calendar information, YACA events). Ms. Trutna will send an email with information for the newsletter. Ms. Doubek volunteered to create a second binder to have at the school with all of the YACA board minutes for parents without Internet access.

**Blue Sky Guides** – Ms. Daul gave an update on the Blue Sky Guide fundraiser. To date, 177 books sold with 52 families participating. \$1,970.00 net raised includes parent donations. There was conversation was held around shortening time frame for next fundraiser or change the time of year for the fund raiser. 40 books will be brought for the Yinghua Celebration.

**Spring Culture Fair** – Ms. Doubek will begin discussing optional dates with Director Lueth and Yinghua Academy School Board. Once a date has been determined, the committee will begin pre-planning the Spring Culture Fair. Recommendations are needed for information for money raised for this event.

**Direct Drive** –Ms. Trutna handed out copies of proposed letters. Direct Drive event will occur second or third week in January. Ms. Trutna will look a school calendar to determine an appropriate date. Ms. Trutna conducted research on fundraising and a common theme was to be as specific as possible with funding purpose. Director Lueth should be the representative of the letter for this fundraising. Ms. Trutna will ask Director Lueth to add a blurb in the letter and sign the letter. Goal is to raise \$5,000 dollars with the funds going to an all school field trip. Suggestions for an all school field trip are; Children’s Theatre, Stepping Stone Theatre, Science Museum, Children’s Museum, Minneapolis Institute of Arts; the school will focus on the top 2 field trips. Ms. Trutna will recommend at the next board meeting the forum for sending out the direct drive letter. A pledge card will be sent with the letter for all participants to send back. C. Lee proposed that we ask parents to use their own postage to mail out the direct drive. Thank you notes will be sent after the direct drive.

**Others** –

**Collections Update** – To date, \$118.00 was earned through box tops for education. The next drive will be put in the newsletter and on the YACA bulletin board. A new larger box will be placed at the school.

Information for signing up on-line at [www.boxtopsforeducation.com](http://www.boxtopsforeducation.com) was provided by Ms. Parish. A percentage goes to Yinghua Academy for shopping at participating retailers. Ms. Parish will gather information from Director Lueth to send the on-line information in the school backpacks to promote this fundraiser.

Parents are bringing in Kemps milk cartons so YACA will review Kemps information again. A note to parents will be sent out for volunteers if promoting Kemps program.

Yinghua Academy doesn't qualify for ink cartridge program. More information will be gathered on the ink programs.

### **Old Business**

Next General Membership Meeting will be January or February. More discussion will occur at the December YACA board meeting

Grand Opening November 20<sup>th</sup>

Discuss special projects for the school/ artistic partnerships.

### **New Business**

Background check for volunteers – school will take care of this.

The YACA board meeting in December will be changed to December 13<sup>th</sup> instead of December 20<sup>th</sup>, 2006.

The YACA board meeting in March will be changed from March 21<sup>st</sup> YACA board to March 14<sup>th</sup>, 2007

**Next meeting** - Wednesday December 13<sup>th</sup>, 2006, 6:30 pm at Yinghua Academy

**Meeting Adjourned 8:24 pm**