

YINGHUA ACADEMY COMMUNITY ASSOCIATION (YACA)
MINUTES OF THE JULY 17, 2006 BOARD MEETING
MERRIAM PARK LIBRARY

Minutes are final and approved by the YACA board members.

Christina Erickson called the meeting to order at 6:32 pm.

Board Members in Attendance

Christina Erickson, Jennifer Daul, Aura Lee Besse, Sandy Doubek, Cynthia Henning, Cynthia Lee, Janine Trutna, Kathleen Lowry

Board Members Not in Attendance

Jean Parish

Observing

Yuk Ki Lau

Minutes of the June 21st, 2006 YACA board meeting

Minutes of the June 21st, 2006 YACA board meeting were reviewed and discussed with slight modifications. Ms. Trutna made a motion to approve the June 21st, 2006 minutes with modifications. Ms. Besse seconded the motion. Motion was approved unanimously.

Agenda for the July 17th, 2006 YACA board meeting

Ms. Erickson went over the July 17th, 2006 agenda. Ms. Daul made a motion to move items 14 (Special projects for the school/artistic partnership), 15 (Assistance on the first few days of school), 16 (Volunteer coordinator position), on the agenda to the August 16th, 2006 meeting. Ms. Trutna seconded the motion. Motion was approved unanimously.

School Board report

Ms. Doubek gave an update on the school board meetings including the information that the School Board's decision to have their member join the YACA board be discussed further at the July 24th school board meeting. In addition to the school board updates, Ms. Doubek also handed out information she had researched concerning the playground mulch how much was needed to cover the back playground and cost overview. After much discussion it was decided Ms. Doubek would go back to the school board and ask if it was written in the contract with the leasing company just who was responsible for the back playground and if Yinghua Academy could ask for financial assistance. Ms. Doubek made a motion to move any further mulch discussion until more information could be given as to what part of the playground responsibility was Yinghua Academy's. Ms. Doubek agreed that she would update C. Lee a.s.a.p. after the July 24th School Board Meeting on YACA's viable options regarding assisting Yinghua Academy's gaining the

necessary mulch to keep the Y.A. playground safe. Ms. Henning seconded the motion. Motion was approved unanimously.

Bylaws

Ms. Henning suggested that it is common practice for school boards and PTO's to maintain open communication lines via using a liaison that is not a voting member of either the school board or the PTO. Ms. Erickson and Ms. Doubek suggested that any further discussion on the liaison issue would be tabled until the Yinghua Academy School Board made a decision on its own actions regarding the issue. Assent was unanimous so YACA discussion was tabled.

YACA space on YA website

No further discussion

Yahoo board listserve

No further discussion

Summer Play date

Discussion was held around play date on July 23rd 1-4

A reminder will be sent out by Ms. Erickson to YA parents including Lake Johanna website.

Communication Patterns

- 1) YA list serve – bring back to the board the following items
 - a. Clarity of who responds to this list.
 - b. This list is now more than just the parents, how is this list serve is used by Yinghua Academy?
 - c. Do we set up a separate list or way of communicating only to the parents of YA students?
 - d. Do we establish rules for how this list serve is used for new members who we include in this list serve?
 - e. More communication is needed for parents on who to contact for board questions, school questions, etc.
- 2) Communication to the board and about the YA School Calendar
 - a. YACA board members would discuss first through Ms. Doubek and she would bring the communication to YA Director Betsy Leuth, the YA School Board and Office Manager Penny Zhang for the YA School Calendar.
 - b. YACA board members would discuss second through one of the YACA board officers who would bring the communication to YA Director Betsy Leuth, the YA School Board and Office Manager Penny Zhang for the YA School Calendar.
- 3) Events

- a. Discuss first through S. Doubek and she would bring the communication to YA Director Betsy Leuth, the YA School Board and Office Manager Penny Zhang for the YA School Calendar.
 - b. YACA board members would discuss second through one of the YACA board officers who would bring the communication to YA Director Betsy Leuth, the YA School Board and Office Manager Penny Zhang for the YA School Calendar.
- 4) Communication with the School
- a. Suggestions: Bulletin Board, Suggestion Box.
 - b. Form a sub-committee for set-up and management: initially a YACA board member, then roll it out to a parent volunteer committee.
 - c. Ms. Erickson asked for volunteers: Ms. Daul volunteered and Ms. Erickson volunteered with Ms. Trutna for back up for the subcommittee.
- 5) Communicating with each other
- a. Yahoo board group is running fine, no changes needed. This would be an acceptable way of communication to the YACA Board Members.
 - b. Database profile for all YACA board members needs to be filled out.

Calendar events

Yinghua Academy events sign-up sheet was passed around for YACA Board Volunteers to aid in hosting Yinghua Academy School Board members. Ms. Erickson asked everyone to sign up for the events on the list that Ms. Daul created. Ms. Erickson stressed repeatedly that no guilt was needed if a YACA board member was unable to fit any or all events into their personal calendars.

Grounds Committee

A discussion was held around the gardening and landscaping for the school grounds. It was decided that the best way to take on this project was to form a committee for setting this up and managing. Ms. Erickson asked for a grounds committee to be formed. Ms. Daul made a motion to form a grounds committee. Ms. Henning seconded the motion. Motion was passed unanimously. Ms. Erickson asked for volunteers for the grounds committee. C. Lee volunteered to chair the grounds committee for the Yinghua Academy school grounds. A weeding evening was decided upon to begin weeding the Yinghua Academy gardens (the four left-most gardens at the school-front).

Ms. Trutna made a motion to notify the YA school board on about the July 24th weeding evening from 6:30 – 8:00pm. Ms. Erickson or Ms. Doubek would notify the YA School Board. Only YACA board members and their families were invited to the weeding session. Ms. Henning suggested that her teenage daughter might baby-sit other YACA Board members' small children while the parents weeded the gardens. YACA board members suggested donating pots (potentially already planted), for better curb appeal. Hostas in pots were suggested as a stop-gap measure but C. Lee pointed out that as partial-to-full shade plants the 100% southern exposure made them inappropriate for

Yinghua Academy's gardening needs. Ms. Daul seconded Ms. Trutna's motion. Motion was passed unanimously.

Suggestion for another picnic by Cindy Moeller

Discussion was held around another picnic that Cindy Moeller would be organizing on behalf of Yinghua Academy School. A YACA board member would be in attendance.

General membership

Discussion was held around setting up general membership meetings for parents. Motion was made by Ms. Daul to forgo September general membership meeting to October. Ms. Besse seconded. Motion passed unanimously.

October 18th tentatively set for first parent meeting, based on school calendar.

Dates for future YACA board meetings

Dates for August, September, October YACA board meetings were discussed.

August will be held off-site still. August 16th, place TBD.

September YACA board meeting was moved to September 20th because of YA school board meeting scheduled for the same evening.

501 c. (3) status

C. Lee mentioned that \$500 is needed for application submission fee. C. Lee mentioned that there is no guarantee that such application would be accepted, since 501 c. (3) status is awarded based on reviewed merit. Further discussion will be needed regarding the means by which YACA might raise the \$500 fee.

Fundraising

Discussion was held around fundraising with lots of suggestions. For the August 16th meeting, each YACA board member will identify 3 things that we should focus on for top fundraisers in addition to box tops, soup labels, which will be on-going. Committees will be assigned for each fundraiser. Also for the August 16th board meeting: Ms. Henning will review and report on Labels, Milk Caps, and Box Tops. Ms. Doubek will review and report on Ink Cartridge and Tyson Project A+.

A motion was made to adjourn the July 24th YACA board meeting by Ms. Trutna. Ms. Erickson seconded the motion. Motion passed unanimously.

Meeting was adjourned at 8:37 pm.