

YINGHUA ACADEMY BOARD OF DIRECTORS

Regular Meeting Minutes

Monday, March 24th, 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), Charles Robinson, Barbara Knott, Paul Haller, Nathan Bode, Paul Landahl, Ying Zhang, Cindy Moeller, Bryan Huang, Pamella Stommes

Board Members Not in Attendance: Chris Klisch (Treasurer)

Executive Director in Attendance: Dr. Luyi Lien

YACA in Attendance: Mike Wilson

Public in Attendance: Paul Tsai, Staff Member (left at 7:03 PM), Catherine Yang (left at 8:24 PM)

I. CALL TO ORDER

Ms. Ebinger called the meeting to order at 6:01 p.m.

II. APPROVALS (9 minutes)

a. 3/24/2025 Agenda

Ms. Ebinger presented the draft agenda.

The MOTION by Ms. Moeller to approve the agenda was seconded and passed.

b. 2/18/2024 Meeting Minutes

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

The MOTION by Mr. Haller to approve the February meeting minutes was seconded and passed.

c. Change to June Board Meeting Date

Ms. Ebinger presented the proposed change to the June 2025 board meeting date, moving it from June 16 to June 9. She also noted the adjustment of the Fundraising Committee meeting time to 5:00 pm to accommodate the revised board meeting schedule.

The MOTION by Ms. Moeller to approve the change to the June board meeting date was seconded and passed.

III. 2025–2026 Board Meeting Calendar Discussion (6 minutes)

Ms. Ebinger presented and reviewed the proposed 2025–2026 Board and Committee meeting calendar. The board discussed and finalized the board meeting dates for the 2025–2026 school year. Each committee will review its meeting calendar and bring it back for approval at the next meeting.

IV. Policy Principles Regarding Acceptance of External Funds (20 minutes)

Mr. Haller requested that the board discuss and clarify the definition of a "gift" from a foreign government, including whether it pertains to a specific country or any country. The Governance Committee will draft a proposal and bring it back to the board for review and a vote at the next meeting.

V. Presentation of Document Storage Updates & Discussion of Protocols (24 minutes)

Mr. Paul Tsai presented an overview of how to use Google Drive and explained the permissions assigned to each board member for the Yinghua Board Google Drive. The board discussed the various access levels for all board members and different committees.

VI. Yinghua Building Corporation & Friends of Yinghua Academy (14 minutes)

Ms. Moeller provided an update on the Yinghua Building Corporation (YBC). She has recruited three new members for the YBC Board: Nathan Lockwood, Hursha Patel, and Justin Riddle, who are parents of Yinghua students. By law, charter school boards are required to approve the board members of affiliated building corporations like YBC. Per the YBC bylaws, the YBC board members must be appointed each year by the Yinghua Academy Board and can serve unlimited terms.

Ms. Moeller also shared that she, Dr. Lien, and Corey Magstadt have begun to meet regularly to develop a plan for informing the Yinghua community and others about the creation of Friends of Yinghua Academy (FOYA), the purpose of which is raising funds for Yinghua Academy.

The MOTION by Ms. Moeller to approve the three people for one-year terms as YBC board members was seconded and passed.

VII. HUMAN RESOURCES COMMITTEE UPDATE (34 minutes)

Ms. Moeller shared an overview of last year's Executive Director performance review process. Ms. Ebinger emphasized the importance of including parent feedback. Dr. Lien

presented the progress made on each goal set last year and provided supporting evidence for each one.

VIII. FINANCE COMMITTEE UPDATE (15 minutes)

Mr. Robinson summarized the February financial overview, noting that we are on target with the approved budget. The board discussed the preliminary FY26 budget, taking into account student enrollment, revenue, and expenses. We anticipate maintaining the 26% fund balance.

Ms. Ebinger highlighted the federal funding section in the financial report that identifies Yinghua's exposure if federal funding to the school were lost.

The MOTION by Ms. Ebinger to approve the FY2026 Budget was seconded and passed.

IX. GOVERNANCE COMMITTEE UPDATE (3 minutes)

- a. Mr. Haller brought Policy 524 (Internet, Technology & Cell Phone) up for the first reading.
- b. The Board discussed the upcoming board elections. Mr. Haller updated the board with the current progress of new board member applications for the six board member openings.

X. Executive Director's Report (10 minutes)

Dr. Lien presented:

- The enrollment changes in March
- E-learning Day summary, update, and feedback
- MCA preparation work
- Employee of the Term II
- Cook Center for Human Connections - Community Utilization Updates
- Yinghua Academy Named Finalist for 2025 Building Hope IMPACT Awards

XI. PUBLIC COMMENT (0 minutes)

None

XII. ADJOURN (1 minute)

Ms. Ebinger concluded the meeting.

The MOTION by Mr. Robinson to adjourn at 8:24 pm was seconded and passed.

Minutes drafted by Yinglu Zeglin

Approved by vote of the Board on April 21st, 2025.