

VANCOUVER SOWERS SOCIETY OF EDUCATION
Minutes of Nov, 2016 Directors' Meeting

Date: Nov 18, 2016
 Time: 6:00 pm
 Venue: Community Room of Vancity Branch, No.3 Road, Richmond

Directors Present: Ben Choi, John Lee, Karl Lam, Joyce Lei, Connie Thai
 Regrets: Wendy Hui
 Members Present: Ming Chan
 Chaired by: Ben Choi
 Minutes taken by: Joyce Lei

1. Meeting was called to order at 6:00pm.
2. Adoption of agenda
 It was approved by all and carried to adopt the agenda.
3. Adoption of minutes of last meetings on Sep 13 & Oct 3
 Minutes of Sep: It was moved by Karl, seconded by John and carried to adopt the minutes.
 Minutes of Oct: It was moved by Ben, seconded by John and carried to adopt the minutes.

4. Correspondence
 - a) Mr Lube Enquiry
 - b) Onboarding Notice from BC Registries

5. President's Report

- a) Welcome Ming for his attendance in this meeting.
- b) Special thanks to all board directors & volunteers of 2015-2016 for their support to VSSE.
- c) Received with thanks an after-event report from Ming Chan & Maurice Lui on 2016 Annual Dinner and C12H respectively.
- d) Received from Dr. Vivian LO for an invitation to VSSE Board Directors to join Annual Dinner of Cambie Lions Club on 2 Dec 2016.
- e) Received from Dr. Vivian LO an event proposal on Talent Competition (中華小狀元).

6. Vice President & Treasurer's Report

a) Events & Activities

- (i) Cooking Class will be held by Wendy Lau on 29 Nov. Ming to send invitation to members by 19 Nov.
- (ii) Dr Thomas Leung (梁燕城博士)'s talk about Nanhai will be held next year.
- (iii) Sharing Session Indian Culture was held by Wayne Fong and Ming Chan on 28 Sep.
- (iv) Chinese-Canadian Talent Contest 2017: A meeting with Dr Vivian Lo was held at 11:00 on 28 Oct. Competition date and venue to be confirmed.
- (v) No thank-you letters will be presented to seminar speakers.

b) Tax Receipt 2016

- (i) Annual Dinner & Biking: all receipts were done.
- (ii) Karaoke Event: to be sent out by 1 Dec

- c) **Bank Statements** – all bank statements reconciled as of 18 Nov, 2016.
 Below is the summary of bank balances as of 18 Nov, 2016:

**To be Followed Up
By**

Pending
Ben

-

Completed
Completed

Completed

Completed

John & Ming

John
Completed
John

Completed

Completed
John

Bank	Admin (CAD)	Donation (CAD)	RMB
BOC	5,684.63	43,048.19	223.71
HSBC	632.80	1,700.00	n/a
Vancity	406.06	3,722.85	n/a
TOTAL	6,723.49	48,471.04	223.71

- d) Existing members: no updates
- e) The change of Directors' names at BOC
- f) Motion: remittance of RMB50,800 (sponsoring 20 students from 華光女子中學) to HKSA. It was moved by John and seconded by Ben. The instruction was signed by John on 10 Nov, and the hard copy was handed over to Joyce.

John
John
John

7. Secretary's Report

- a) The filing with BC Registry was completed on 12 Oct. The mailing address is updated as our PO Box in Richmond. CRA was also informed about this change.

Completed

8. Director's Report (Karl)

- a) School Projects

- i) 石谷川完小 (The audit report is still outstanding though the school has been completed in Aug 2013):
- Softcopy of the commemorative booklet has just been received. A soft copy to be handed over to Joyce in the next meeting.

Karl

Karl & Joyce

- ii) 紅土食堂 - Re-do the tiles in summer 2015: the project has been completed and accepted by HKSA in October 2015, but Karl found that the floor was not done too nicely.

- January, 2016: HKSA has taken note of this and **will check if the floor is too uneven when revisiting next time which is expected to be 2017.**

Karl

- iii) 大柏樹完小: It has been completed in Nov 2012 but the official audit report still has not been done.

Karl

- The audit report has been received, and the receipt agreement (驗收協議書) will be prepared in December.
- It was also found in August that another organization had donated to build the school building, and the organization would have the naming right of the building. HKSA advised that VSSE still have the right for the whole school, and would further inquire the situation.

- iv) 江西省興國縣下洲小學 - RMB 300,000 (May, 16: changed from RMB 350,811.00)

- The 2nd instalment (RMB 124,594.50) has been sent to HKSA on 22 Sep.
- Some pictures of the school name and plaque were received on Sep 12, and the location of the plaque looks a bit funny. Karl asked HKSA and received more pictures which showed that the location is OK.
- The commemorative booklet is being prepared. Target to be completed in December.

Completed

Karl

- v) Status of schools that VSSE had sponsored (Karl enquired this in Dec, 2015).

- 白臘完小: In March, 16, the school was found to have been closed and merged with another school. Pending update regarding "moving the

Karl

<p>school name and memorial plaque to the new school", and how the vacant campus would be used. Also pending informing the donor. No update this time.</p> <ul style="list-style-type: none"> • Other schools. August, 2016: Received follow-up questionnaires for 7 schools and 6 libraries. No update this time. 	Karl
<p>vi) Bunk beds for 甲爪</p> <ul style="list-style-type: none"> • An agreement has been signed with the local parties. The procurement is being arranged for. 	Karl
<p>b) Heart-to-Heart Program</p> <p>i) WahKwong students</p> <ul style="list-style-type: none"> • HKSA has sent us the list of students and we approved. HKSA we could sponsor. HKSA then sent us the donation instruction, and we signed and emailed back to HKSA. We'll need to arrange for the payment in due course. 	Karl
<p>ii) University students</p> <ul style="list-style-type: none"> • HKSA asked if we can pay the 3rd and 4th year together. One donor (for 7 students) agreed, and 2 donors (1 student each) prefer to just pay the 3rd year. It was moved by Ben and seconded by Karl that VSSE will sponsor 2 students for the 3rd and 4th year. • Karl has provided the CAD equivalent amounts for the donors to send their payment to us. 	Approved
<p>iii) High school students</p> <ul style="list-style-type: none"> • List of students will be provided within this month. 	Completed
<p>c) AIC account contact person change</p> <p>i) Dabby has talked with AIC and they requested for a letter from VSSE giving the details of the change. A letter has been prepared and passed to Dabby accordingly.</p>	Karl
<p>d) Adding Paypal to web site</p> <p>i) This has been done, but not really tested.</p>	Karl
<p>9. New Business</p> <p>a) Annual Planning– A committee on fund-raising activities and events is suggested to be formed to coordinate the following proposed events. Committee includes John, Connie, Maurice, Wendy and Ming.</p> <p>Nov: Leisure Talk</p> <p>Dec: Sharing</p> <p>Jan: Polar Bear, Annual Potluck Party</p> <p>Feb: Chinese New Year Karaoke Night (after Polar Bear)</p> <p>Mar: Outdoor activity for members (TBC)</p> <p>Apr: Sun Run</p> <p>May: Talent Competition</p> <p>Jun: Dragon Boat</p> <p>Jul: BBQ</p> <p>Aug: C12H</p> <p>Sep: VSSE Soccer Cup, Annual Fund-raising Dinner</p>	John
<p>b) Division of labour</p> <p>(i) Number of Members – updated by Archie & Ming, reported by John.</p> <p>(ii) China Projects & Web Management – Karl</p>	John Karl

<p>c) Appointment of Accountant – It was approved that Mr Patrick Chan will remain as the Society’s Accountant. The fee will be paid to his company and Mr Chan will later donate the amount to VSSE.</p>	<p>Approved</p>
<p>d) ‘Friends of VSSE’ issue: if the grouporganizes an event which is in contrast with the aims and objectives of VSSE, VSSE will not accept any donation from the group. VSSE will not promote the event of the group in VSSE’s website or any social media. VSSE may send disclaimer to members to inform them that the event by the group is not in relation to VSSE.</p>	<p>-</p>
<p>e) 茶馬古道助行 2017 – Video conference with HKSA. Karl will check with Maurice if he could help explore the possibility to hold it.</p>	<p>Karl & Maurice</p>
<p>f) Dr Vivian Lo’s proposal on Talent Competition. The Board endorsed John and Dr. Lo to form a committee.</p>	<p>John</p>
<p>10. Adjournment: Meeting was adjourned at 8:15 pm.</p>	<p>Pending</p>
<p>11. The next meeting will be at 6 pm on Thursday, Dec 15, at the Community Room of Vancity branch, 5900 No 3 Road #100, Richmond.</p>	<p></p>