

VANCOUVER SOWERS SOCIETY OF EDUCATION
Minutes of Directors' Meeting

Date: Apr 24, 2018
 Time: 6:30 pm
 Venue: Community Room of Vancity, 5064 Kingsway, Burnaby

Directors Present: Archie Tsang, Jeff Leung, John Lee, Karl Lam, Ming Chan, Wendy Hui
 Regrets: Bosco Lee, Joyce Lei, KK Lee
 Members Present: Nil
 Chaired by: Karl Lam
 Minutes taken by: Karl Lam

1. Meeting was called to order at 6:40 pm.
2. Adoption of agenda
 It was moved by Ming, seconded by Archie and carried to adopt the agenda.
3. Adoption of minutes of last meetings on Mar 27.
 It was moved by Ming, seconded by Archie.

**To be Followed
 Up By**

4. Treasurer's Report

- a) Bank Balances (BoC as of Apr20, HSBC as of Apr18, Vancity as of Dec31, 2017) – Reported by Bosco via Whatsapp before the meeting.

Bank	Admin. (CAD)	Donation (CAD)	Donation (RMB)
BoC	8,195.64	55,983.55	376.33
HSBC	348.74	2,774.12	-
Vancity	3,740.78	720.79	-
Total	12,285.16	59,478.46	376.33
H2H		8,154.32	
Others		51,324.14	

- b) Major transactions since last meeting:
- Transferred \$350 from BoC admin account to HSBC admin account.
 - Deposited
 - \$ 400 (2017 year book ad).
 - \$ 458 (General donation)
 - \$1,671.3 (楓華小狀元 donation)
 - \$ 650 (楓華小狀元 sponsor)
 - \$ 90 (楓華小狀元 registration fee)
 - \$9,479 (Sun Run pledged and donation). This amount has been added to the H2H amount at 4a above)
 - \$ 400 (Challenge 12 Hours 2018 pledged)
- c) Change of authorized signatories at HSBC (per Sep, 2017 meeting, the new signatories should be Ming, John, Bosco and Archie)
- **HSBC – Michael to be deleted, and Archie and John to be added.**

Bosco

- d) GST/HST Rebate Karl
- The accountant agreed in Feb to help our GST/HST rebate. He needs the GST/HST rebate form from CRA, but it's not sure where the form is. **No update.**
- e) BoC e-banking – Bosco has set up another email address for registering with BoC e-banking, and has passed Archie the logon information.

5. Other Administration Tasks

- a) VSSE Facebook account Ming
- Dabby (an ex-president) advised in Dec she had forgotten the password, and she would delete the facebook page. Ming checked with Dabby again, but since she had no access to the page's admin the page could not be deleted.
- b) Insurance Karl
- **Karl will confirm with the new broker what are covered and what are not.**
- c) Transition to new BC Society Act (softcopy of institution and bylaws need to be uploaded): Karl
- Karl has updated our web site to use the typed constitutions and by-laws. **Karl will update the directors' manual.**
- d) Application to Shaw's Program to support nonprofits. Shaw advised in mid March that the application was under review and would take up to 20 weeks. No update this time. Ming
- e) Bosco has transferred \$350 from the BoC admin account to the HSBC admin account. This will cater for 3 years of future pre-authorized payment for AIC's annual service fee from the HSBC account.

6. Education projects in China Karl

- a) 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.
 - Dec, 2017: HKSA advised that their NGO registration was going on smoothly, and **expects to re-visit the school in 2018 after the registration is completed.**
- b) Status of schools that VSSE had sponsored
- Apr, 2018: HKSA advised that some questionnaires have been received from their China office, and would be available to us soon.
- c) 江西中洲小學
- Apr, 2018: Major construction has been completed. It is being renovated now.
- d) 50 High school students
- Apr, 2018: No update.
- e) 20 Wah Kwong students
- Apr, 2018: HKSA will send us thank you letters and report cards from the students.
- f) University students (sponsorship of 2 students for the last year)
- Apr, 2018: No update.

7. Events & Activities

a) Sharing Club

- Next seminar has been tentatively deferred to May.

b) VSSE Super Singer Contest 2017

- Wendy's friend have created 30 DVDs. It's decided that instead of \$30, each DVD would be \$20 minimum donation. Wendy
- Ming checked hard copy donation records and confirmed that some donations indeed had not had tax receipts issued. **Ming will issue the tax receipts.** Ming

c) Annual Dinner 2017 (*Proceeds to 江西中洲小學*)

- The 2 outstanding year book ad cheques have been deposited.
- There is no more outstanding item for this event.

d) VSSE Super Singer Contest 2018 (*Apr29 at Pink Pearl. Proceeds to 江西中洲小學*)

- 13 registrations received.
- Reservations for 13 tables received.

e) Chinese-Canadian Talent Contest 2018 楓華小狀元 (*Apr 22, 2018 at Aberdeen Centre. Proceeds to Horizons 2018*)

- Ming has arranged the production of 2 symbolic cheques in HK.
- The event has been held on Apr 22.
 - Income was around \$5,200, and expenses were around \$300.
 - 17 participants.

f) Sun Run 2018 (*April 22. Proceeds to H2H*)

- 43 persons participated. \$9,479 raised so far.

g) Upcoming events

Chinese Labour Tour (*Proceeds to 江西中洲小學*)

- To be held in Aug 2018 (TBC). Ming and John will discuss the planning.

Ming / John

BBQ

- Tentatively to be held on Jul14 (Sat).

Challenge 12 Hours 2018

- First meeting held.
- Connie is the chair; Jeff and Jack Lu are co-chair.
- To be held on Jul28 (Sat), and Jul21(Sat) – leisure group
- Proceeds to 江西中洲小學

Annual Dinner 2018

- To be held tentatively on Sep1 Sat (Pink Pearl booked already).
- Proceeds to 江西中洲小學

Soccer Cup 2018-04-24

- John to check with Auto Lease if they could help organizing again this year.

John

8. Miscellaneous Events

- a) **Cycling Across Canada 2018** by E&E and VCTA. VSSE is one of the beneficiaries to receive donation from this activity.

- We were invited to attend their kick-off dinner on Apr 22. We were busy with a few events and unable to send a representative.

b) **Dragon Boat** by VSSE Friends

- They estimated that the donation raised would be around \$2,000.

9. Membership

- a) No change - 78 memberships.

10. Any Other Business

- a) Nil

11. Next meeting: To be held at 6:30 pm on May 30 (Wed), at the Community Room of Vancity, Richmond.

12. Adjournment: Meeting was adjourned at 7:55 pm.