

VANCOUVER SOWERS SOCIETY OF EDUCATION
Minutes of Directors' Meeting

Date: Jun 26, 2018
 Time: 6:30 pm
 Venue: Renfrew Public Library, 2969 E 22nd Ave, Vancouver, BC

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

This meeting was originally planned to be held at the Vancity Burnaby Branch. It was changed due to unavailability of the venue.

1. Meeting was called to order at 6:40 pm.
2. Adoption of agenda
 It was moved by Ming, seconded by KK, and carried to adopt the agenda.
3. Adoption of minutes of last meetings on May 30.
 It was moved by Archie, seconded by Ming, and carried to adopt the minutes.

**To be Followed
Up By**

4. Treasurer's Report

a) Bank Balances (BoC as of Jun25, HSBC as of Apr18, Vancity as of Apr30).

Bank	Admin. (CAD)	Donation (CAD)	Donation (RMB)
BoC	5,793.83	75,071.00	376.33
HSBC	348.74	2,774.12	-
Vancity	3,741.24	782.2	-
Total	9,883.81	78,627.32	376.33
Heart to Heart		10,454.32	
Others		68,173.00	

b) Major transactions since last meeting:

- Deposited
 - \$100.00 Challenge 12 Hours donation
 - \$700.00 Challenge 12 Hours registration fee
 - \$1310.00 Sun Run pledged. This amount has been added to the H2H amount at 4a above.
 - \$120.00 楓華小狀元 logo sponsor
 - \$200.00 楓華小狀元 donation
 - \$50.00 General donations
 - \$100.00 Admin fee donation.
 - \$40.00 Membership fee
 - \$1,800.00 Ah Long Karaoke Fund Raising Dinner

c) Tax receipts to be issued

- Polar Bear 2018 – Done
- Sun Run 2018

Ming

- Singing Contest 2018
- 楓華小狀元 2018

d) Miscellaneous items

- Change of authorized signatories at HSBC (per Sep, 2017 meeting, the new signatories should be Ming, John, Bosco and Archie)
 - It was agreed that no need to include Archie. Since there is no further matter outstanding, this item will be closed.
- GST/HST Rebate
 - Bosco and Karl have not got the chance to discuss the accountant's suggestion how to proceed. **Karl will discuss with Bosco.** Karl and Bosco
- BoC e-banking – Karl tried to logon the e-banking. The one-time access code was sent to Bosco's newly set up email address. However, the email account asks for further verification of Karl's PC and Karl did not have the information to proceed. **Karl will check with Bosco.** Karl and Bosco
- CRA form TF725 – Ming has passed this to Bosco for our next annual report.

5. Administration Tasks

- a) AGM 2018 (tentatively Aug28, Tue)
- Financial report – Bosco will send required information to the accountant. Bosco
- b) Miscellaneous items
- Insurance - what are covered and what are not
 - Karl has sent the broker his understanding of the coverage, and also asked some questions. **Pending the broker/insurer's reply.** Karl
 - 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
 - UPS Mailbox renewal – Ming has renewed this for 2 years.

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.
- 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
- In May, 2018, the following questionnaires or a few schools were received from HKSA. Karl noticed that 3 schools (below) have quite few students. Karl will check with HKSA.
 - 雲南省康明完小
 - 甘肅省周灣小學
 - 甘肅省石谷川小學
- c) 江西中洲小學
- Jun, 2018: Received from HKSA Jun progress report from school. The school interior renovation is ongoing .

- **Karl will check with HKSA when to send the 2nd installment.** The board agreed that we could send within by Jul.
- d) 50 High school students
- Jun, 2018: received thank you letters from the students.
- e) 20 Wah Kwong students
- Jun, 2018: HKSA has send us thank you letters and report cards from the students.
- f) University students (sponsorship of 2 students for the last year)
- Jun, 2018: received thank you letters from the students.
- g) A volunteer suggested that VSSE could consider sponsoring teachers.
- The board think that it's a good suggestion. This will be considered after finishing the payments of 江西中洲小學, as the outstanding amounts are very big. We could also do more student sponsorship to Wah Kwong and High School.
- h) Winter Jackets
- A volunteer wants to donate some winter jackets. She will donate some money herself and enrol some of her friends, but she does not have a hard budget in mind.
 - Karl checked that each jacket is RMB 110, and suggested that we could ask HKSA for 40 jackets (RMB 110 x40 = RMB 4400, or around CAD 900). If the volunteer could not raise enough money, we'll make up the shortfall. The board agreed with this project, but decided that we would also send call-out to members and friends to raise money. We would determine the actual amount basing on the fund raised.
- i) VSSE Volunteer at Jiang Xi – KK suggested that his wife could help co-ordinate Wah Kwong matters. The board agreed.

7. Events & Activities

a) Sharing Club

- Chinese foreign affairs by Ming has been held on Jun13.

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

- Tax receipts are to be issued. This will be reported under Treasurer's report.
- Since there's nothing further outstanding, this item will be closed.

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

- John has sent a cheque of \$2500 to VCLC (addressed to Villa Cathy Care Home). Acknowledgement letter from Villa Cathy has been received.
- Some sponsorship has not been received yet. **Archie will follow up.**
- Tax receipts are to be issued. This will be reported under Treasurer's report.
- **Sponsorship to Horizon will be sent to them in early September.**

Archie

d) Sun Run 2018 (April 22. Proceeds to H2H)

- Tax receipts are to be issued. This will be reported under Treasurer's report.
- More donations have been received, and Archie has sent an updated financial report. The total fund raised becomes \$11,629.
- It was suggested that thank you letters be sent to runners, and Ming agreed. Karl will send Ming a sample thank you letter.

Ming

e) **BBQ (Aug 4, Sat)**

- After some discussions, it has been changed from Aug 11 to Aug 4, at Des Island.

f) **Challenge 12 Hours 2018 (Jul 21 and Jul 28. Proceeds to 江西中洲小學)**

- A briefing has been held on Jun 7.
- A callout has been sent to members.
- Jeff has arranged to print 20 posters, with the assistance Connie.
- 30 sets of registration forms and pledge forms printed.
- Ming is arranging with AM1470 for us to appear on 漢文生活派對 on Jul 6. Ming
- Promotion on newspapers – John will see if Philip of BC Chinese Soccer Federation could help. John
- Ming to send to Fairchild TV community news Ming
- Current registrations for the various groups: A – 7, B – 9, C – 19

g) **Annual Dinner 2018 (Sep 1 Sat. Proceeds to 江西中洲小學)**

- First committee meeting has been held on Jun 5.
- Next meeting will be on Jul 19.
- We do not have enough prizes.
- Year book - Deadline for printing mid Aug.
- Karl has sent out letters to request for greeting messages from the BC premier, MP Alice Wong, and MP Jenny Kwan. Jeff
Karl
- Ming is arranging with AM1470 for us to appear on 漢文生活派對 on Jul 6 and Jul 27. Ming

h) **Soccer Cup 2018 (general donation)**

- John has checked with Auto Lease. Instead of co-organizing like last year, they will sponsor 1 team, and donate \$500. John
- One meeting has been held with BC Chinese Soccer Federation.

i) **Upcoming events**

- Nil

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.
- Karl and Bosco attended the opening ceremony on Jun 9.
- b) **Dragon Boat** by VSSE Friends
- It has been held on Jun 23 and 24. John and a number of members participated. Ming, Bosco and some members were there to cheer for them.
- c) VCLC new board installation dinner on Jul 22. Per May meeting, John and Ming would attend.

9. Membership

- a) Total 92 memberships received, with 7 new members.

10. Any Other Business

- a) Nil

11. Next meeting: To be held at 6:30 pm on Jul 24 (Tue), at the Community Room of Vancity, Richmond.

12. Adjournment: Meeting was adjourned at 8:20 pm.

