

VANCOUVER SOWERS SOCIETY OF EDUCATION
Minutes of Directors' Meeting

Date: Jul 24, 2018
 Time: 6:30 pm
 Venue: Vancouver Public Library, Fraserview Branch, 1950 Argyle Drive, Vancouver, BC

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

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

1. Meeting was called to order at 6:37 pm.
2. Adoption of agenda
 It was moved by John, seconded by Archie, and carried to adopt the agenda.
3. Adoption of minutes of last meetings on Jun 26.
 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 Jul23, HSBC as of Apr18, Vancity as of Apr30).

| Bank | Admin. (CAD) | Donation (CAD) | Donation (RMB) |
|----------------|------------------|------------------|----------------|
| BoC | 6,691.13 | 55,350.88 | 376.33 |
| HSBC | 348.74 | 2,774.12 | - |
| Vancity | 3,741.24 | 782.2 | - |
| Total | 10,781.11 | 58,907.20 | 376.33 |
| Heart to Heart | | 10,454.32 | |
| Others | | 48,452.88 | |

b) Major transactions since last meeting:

- Deposited
 - \$100.00 Challenge 12 Hours donation
 - \$1,570.00 Challenge 12 Hours registration fee (minus bus cost)
 - \$480.00 Challenge 12 Hours pledge
 - \$250.00 Challenge 12 Hours commission from purchases at farms.
 - \$300.00 Donation from VSSE friends for Dragon boat race
 - \$1,800.00 Fund raised from Ah Long's Karaoke event
 - \$80.00 Membership fee
- Transferred \$19,880.72 from BoC donation account to RMB account (RMB 100,000).
- Remitted RMB 100,000 from BoC RMB account to HKSA for 江西中洲小學 2nd instalment.

- c) Tax receipts to be issued Ming
- Sun Run 2018 – Done
 - Singing Contest 2018 – Tax receipts for pledged donations done.
 - 楓華小狀元 2018

d) Miscellaneous items

- GST/HST Rebate Bosco
 - Per Jun meeting, Bosco would look into this. **No update this time.**
- 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. Per Jun meeting, **Karl would check with Bosco. No update this time.** Karl and
Bosco
- CRA form TF725 – Ming has passed this to Bosco for our next annual report.

5. Administration Tasks

a) AGM 2018 (Aug28, Tue, 6pm)

- Financial report – Per June meeting, Bosco would send required information to the accountant. This has not been sent, as a few months' BoC statements are missing. Archie will go to BoC to get the statements. Karl suggested sending the information on hand to the accountant first. Bosco
- Karl to send AGM notice to members. Director nominations are to be received by Aug 14. Karl
- Number of directors – will be kept at 9.

b) Miscellaneous items

- Insurance - what are covered and what are not Karl
 - The insurer has replied Karl's June email, and Karl has sent another email for further clarification. **Pending the broker/insurer's reply.**
 - The insurance company asked the following:
 - Soccer Cup - if participants sign waivers and the role of VSSE in the event. Karl replied that such would not be signed and elaborated our role.
 - Bus tour – provide Full Confirmation that the Buses used all have valid Automobile Insurance in place. Karl sent the insurance documents of the bus for the Challenge 12 Hours event. Karl also asked what insurance was expected.
- 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

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
- From the questionnaires received in May, 2018, Karl noticed that 3 schools (below)

have quite few students. Karl has checked with HKSA. HKSA will ask the school in August when the staff starts working after the summer holiday.

- 雲南省康明完小 94 students
- 甘肅省周灣小學 19 students
- 甘肅省石谷川小學 88 students

c) 江西中洲小學

- The 2nd instalment (RMB 100,000) has been sent to HKSA, and the receipt received from HKSA.

d) 50 High school students

- HKSA hope that we could continue to sponsor the same students the coming year term. This was missed to discuss during the meeting. Post meeting note: the board agreed via Whatsapp to continue sponsoring the students the coming year term.

e) 20 Wah Kwong students

- Jul, 2018: Karl noticed that the thank you letters and report cards received in Jun were not correct. HKSA has resent.

f) University students (sponsorship of 2 students for the last year)

- No update this time.

g) Winter Jackets

- Karl will send the call-out to members and friends to raise money. We would determine the actual number of jackets basing on the fund raised.

7. Events & Activities

a) **Sharing Club**

- No update this time.

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

- The outstanding sponsorship has been received.
- **Sponsorship to Horizon will be sent to them in early September.**

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

- Thank you letters to runners - Karl has sent Ming a sample thank you letter, and Ming will send out the letters when sending tax receipts. On hold as we are busy with a few other events.

Ming

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

- Ming checked that BBQ would be allowed.
- Ming will send the call-out. Jeff will be the contact.

Ming

e) **Challenge 12 Hours 2018** (*Jul21 and Jul28. Proceeds to 江西中洲小學*)

- Final briefing was held on Jul 17.
- Jeff and KK appeared on AM1470 漢文生活派對 on Jul 6.
- Ming and David appeared on Talentvision TV 楓華博覽 on Jul 15.
- Promotion on newspapers – per June meeting, John would see if Philip of BC Chinese Soccer Federation could help. This was not done.
- Ming sent our ad to Fairchild TV, and was aired a few times on their community news.
- Group C (Leisure group) has taken place on Jul 21. 54 participants, 3 paid but didn't

show up.

- Registrations for other groups: A – 19, B – 40

f) **Annual Dinner 2018** (*Sep1 Sat. Proceeds to 江西中洲小學*)

- 2nd and 3rd committee meeting have been held.
- Callout has been sent. 5 tables reserved so far.
- Some prizes received. We'll send letters to Mr Lube and Chinese Real Estate Professional Association if they could sponsor some prizes.
- Year book (deadline for printing mid Aug) - Layout of inside pages have been done. Karl to prepare president's message
- Greeting messages have been received from the BC premier, MP Alice Wong. Pending for the one from MP Jenny Kwan.
- Ming and Ah Long shall appear on AM1470 漢文生活派對 on Jul27.

John

Jeff
Karl

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

- There are 17 teams, and we have found 5 sponsors.
- The matches will be held in mid Sep.

h) **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.
- No update this time
- b) **Dragon Boat** by VSSE Friends
- Donation \$3,576 received.
- c) VCLC new board installation dinner on Jul22. John and Ming have attended.

9. Membership

- a) Total 96 memberships received, with 8 new members.

10. Any Other Business

- a) Nil

11. Next meeting: To be held at 6:30 pm on Aug 28 (Tue), at the Fraserview Library, Burnaby.

12. Adjournment: Meeting was adjourned at 7:52 pm.