

Purpose: CCEA first meeting under New President Wenyi Long

Date & Time: March 8th, 2014 between 2pm – 5:30pm

Location: Kang's home

Attendee: Wenyi Long, Kang Chen, Ping Pan, Zairen Luo, John Jiang, Tong Shen, Qi Zhao, Cindy Qin

Absentee: Sue Guo, Baoquan Liu

Agenda and Action Items:

Kang's Handover Items :(2:15pm - 3:15pm)

1. CCEA Chinese New Year Party Expenditure Summary:
 - a. Kang prepared an income and expense balance sheet. The balance is **-\$1195.64**. Kang explained this mostly is the result of the equipment purchase (i.e., a projector screen, microphones, cable lines).
2. Picnic:
 - a. Kang explained that there are two picnics each year, one is in early May, and the other is in late October. Picnic cost is usually shared by CCEA and CCCS.
 - b. Ping and Wenyi would determine the location of the first picnic in this May. (Suggestions: McKinley Park, Ancil Hoffman Park, Hagen Park, Park between Douglas & Sunrise).
3. Seminar:
 - a. Each year, at CCCS, we would welcome vendors to host seminars to benefit CCEA members, (health, finance, college application, etc.).
 - b. We encourage donations from business entity.
4. Removal of Kang from Bank of America.
 - a. The board approved to remove former President Kang Chen from Bank of America, and add the new elected President Wenyi Long to the Bank of America.
 - b. Sue, Zairen and Wenyi need to present to Bank of America in order to remove Kang Chen and add Wenyi Long, while Kang doesn't need to present.
5. Miscellaneous Item
 - a. 2 mail boxes for CCEA and CCCS. We have 2 keys each mailbox. Kang suggested designated person-in-charge can take care of both mailbox at the same time. Every January is the time to renew the mailbox keys. Kang will be in charge.
 - b. Every year, we need to renew website service hosting, domain registration. Kang will be in charge.

Board Member Duty (3:15-5:00pm)

1. Membership update:
 - a. Currently, people can register as a member on CCEA website, but be delinquent on membership fee payment.
 - b. Board decided to divide the tasks as the following: Zairen is responsible to provide a complete list of member registration and payment info to Baoquan every month. Baoquan would verify email address, telephone number to insure the accuracy. Tony would post the complete list to member area only.
2. Chinese New Year Celebration Party

- a. Board decided that Tony, Ping, and Cindy would form a Chinese New Year committee. Cindy would be the organizer. The committee will start to organize the program practice from September, but the committee will have the list of program in mind before September. Wenyi will closely work with the committee.
 - b. CCCS students more involvement to the party. Zhao Qin would discuss this with his board.
 - c. In order to attract more CCEA member's involvement to the party performance, we may post recruitment on our website.
 - d. Cindy to create an inventory list to keep track of all the equipment and stage decoration items.
3. More fun activities for members:
- a. Ballroom dance (tentatively to host one in Nov. at APAPA's facility). John Jiang to provide more info about ballroom dancing activities in Sacramento area to our members. Possible ballroom dance practices at CCCS.
 - b. Hiking: board decided because of the liability issue, it's not practical to organize any hiking under CCEA. But it's always nice to inform our members if we as a group to have any hiking activities.

CCEAF Scholarship Program (5:00-5:30pm)

1. Purpose: to honor and encourage CCEA member's Children to the commitment of higher education
2. Qualification:
 - a. Minimum 2 years membership with CCEA and the member status is current at the year of application.
 - b. High school graduate with a high school diploma
 - c. Minimum GPA 3.0
 - d. Proof of college acceptance or college class registration.
3. How the scholarship works.
 - a. CCEA would provide a maximum of \$2000 fund each year.
 - b. The qualified applicants would share the fund evenly each year. Each applicant would not receive the funds exceeding \$500.
 - c. Applicants can apply the scholarship during high school senior year or the college years. Each applicant only qualifies to apply once.