



October 2020 Board of Directors Meeting Minutes

Date/Time: October 8, 2020, Thursday, 6:30 PM – 8:00 PM

Location: Zoom Teleconference, Hosted by Katy Hintze

Attendees: Katy Hintze, Ann LeBlanc, Sally Kidwell, Heather Patton, Fendy Chan, Kevin Ponzo, Alex Beres, Diron Hill

REGULAR BUSINESS

1. Call to order: 6:37pm by Katy Hintze
2. Brief introductions of Alex Beres, Youth Board President, and board members
3. Approval of Board Meeting Minutes
 - a. September 2020
Motion to Approve: KH (with one correction noted by Ann)
Second: SK
4. Submit volunteer hours for September
 - a. AL (6.5); DH (3); SK (1.5); KP (4); FC (1); KH (15); HP (12); AB (2)
5. Membership update
 - a. KP reports 58 members to receive their membership mugs. He is working with youth board to deliver mugs with a letter, to be completed by year end.
 - b. Alex & Alyssa (VP youth board) will discuss how to set up distribution; Katy confirms volunteer hours available for deliveries
6. Treasurer's Report
 - a. Fendy to handle \$2500 check for city
 - b. Need budget meeting before year end; DH suggests closeout of budget on 9/30. DH, KH and FC to meet to discuss closeout and new budget year; will follow up to everyone next month
 - c. KH and HP to review by-laws re change to FY from calendar year (vote to be retro-active to 10/1/2020) [*Note KH sent out an email to the membership on 10/16/2020 asking for survey response for/against this change from calendar year to fiscal year. Response to be discussed next board meeting.*]

RECAP OF PAST EVENTS

1. Public Works Meal Donation (big success, very well received, post on Mayor's Facebook page)
2. Youth Board elections (completed)
3. Senior Activity Center Respect for the Aged Day (youth made cards and signs; gave out flowers and small gift bags; well received by seniors during lunch pickup)
4. Online Japanese cooking class (had 11 participating individuals/families; everyone enjoyed it and shared lots of photos)
5. Street cleanup (3rd quarter) – youth board [*Note HP took care of reporting quarterly cleanup to the city using their Experience Southlake online form.*]

UPCOMING BUSINESS/EVENTS

1. Membership mug design – Kevin working on this with Summer at high school for 2021 (Year of the Ox)
2. Street Cleanup (4th Quarter) – scheduled with youth board for 10/24
3. Other online activities – possibilities for calligraphy class; KH also suggested a craft-in-a-bag activity to share with kids through the SL library

OTHER BUSINESS

1. AL asked about how communications are working currently with contacts in Japan and China. Keiko is maintaining contact with Japan. Ann will take over communications with China from Jeff Wang, since he is no longer active with the board.
2. Ideas for working with partners
 - a. Southlake Library (discussed culture in a bag/craft, but did not move forward with any plans for this as youth board is currently engaged in other activities)
 - b. Southlake Senior Activity Center (treat bags for SSAC)
 - c. FW Sister Cities (Evolution of Language event on 10/25)
 - d. FW Japanese Society
 - e. JASDFW Annual Event – requested sponsorship of 50th Anniversary celebration on 10/29 (\$100), event to be livestreamed, SSC members are invited; AL motion to approve the \$100 sponsorship
Ayes: 6; Nays: 0
3. YAAS – youth board will have a member working on this with Summer (waiting for 2021 theme)
4. Quarterly Meeting – FC suggested an online zoom meeting/party where students could create a video of photos/activities to share in place of year-end party/meeting
5. Discussion of tailgating at next football game, bringing water bottles, could be additional publicity for SSC
6. November board member elections due for new 2-year terms; KH will send out newsletter to ask if any members are interested in joining the board

ACTIVITIES AND ASSIGNMENTS

November

- 11/5 Adult Board Meeting, 6:30pm
- 11/9 Youth Board Meeting, 5:30pm

December

- 12/3 Adult Board Meeting, 6:30pm
- All-Members Event?
- Youth Board Meeting. TBD

Adjourn: 8:03pm

NEXT SSC Adult Board Meeting, December 3, 2020, Zoom meeting