



January 2021 Board of Directors Meeting Minutes

Date/Time: January 7, 2021, Thursday, 6:30 PM – 8:00 PM

Location: Zoom Teleconference, Hosted by Katy Hintze

Attendees: Katy Hintze, Barbara Walker, Heather Patton, Caroline Inouye, Sally Kidwell, June Matlock, Kristy Edmund, Kevin Ponzo, Barbara Bedwell, Fendy Chen

REGULAR BUSINESS

1. Call to order: 6:34pm by Katy Hintze
2. Approval of Board Meeting Minutes
 - a. November 2020
Motion to Approve: BW
Second: SK
 - b. December 2020 Annual Meeting
Motion to Approve: BW
Second: SK
3. Submit volunteer hours for November/December
4. Membership update
 - a. Kevin shared a document showing membership renewals (23) and new members (3) YTD. He noted that new membership is lower than usual because the exchange trips tend to drive new member numbers up.
 - b. Kevin is working with Phyllis on mug order, awaiting proof with final artwork. He will check prices for smaller order size. He hopes to have mugs ready in February. All 2020 mugs have been distributed by youth board (except for a few to members outside Southlake).
5. Treasurer's Report
 - a. Fendy reported on new budget. Budget notes include:
 - i. Amount spent for Jan-Sep 2020 nearly exact to city-provided funds, after SSC returned the \$2500
 - ii. CD rates are dropping and board will need to have a discussion about alternate investment options (approx. \$65k total across all accounts)
 - iii. 2021 city funds have not yet been received (\$7500)
6. Calendar of 2021: Katy shared document with board – she will continue to update throughout the year.

UPCOMING BUSINESS/EVENTS

7. Lunar New Year with SL Library: Ann working with Angela (Mandarin teacher)
 - a. Lanterns craft – supplies provided by SSC
 - b. Youth board to help stuff goodie bags (lantern craft supplies and envelope with chocolate coin)
 - c. Deliver bags to library by 2/12
8. Scholarship update: Barbara working with CSHS for dates to advertise; available to members only.
9. Young Ambassadors Artwork (YAAS) – no theme published by SCI yet

10. Additional events

- a. Partner events scheduled by JASDFW (1/16) and FWSC (1/31)
- b. Discussion re State Dept program, The Experiment Digital, info available from FWSC
- c. Online activities for our members: looking for new ideas for 2021; Diron suggested a sand design class, Katy will look into offerings.

RECAP OF PAST EVENTS

11. End of Year Party – Katy provided recap

OTHER BUSINESS

12. Review By-Laws: vote passed to change FY; Katy to send revised document to Vicky to keep city apprised of change
13. Quarterly Newsletter: Katy drafting now
14. Youth Board: considering “pen pal” program with Japan as outreach, China too?; next street cleanup in March.

Adjourn: 7:37pm

Next Adult Board Meeting February 4, 2021: Zoom

February

- 2/4 Adult Board meeting
- 2/6 Youth Board meeting
- 2/12 Lunar New Year event with Library
- Start working on tax returns due by 4/15 (Fendy)

March

- 3/4 Adult Board Meeting
- 3/6 Q1 Street Cleanup
- 3/6 Youth Board meeting after cleanup
- TBD All-members event



February 2021 Board of Directors Meeting Minutes

Date/Time: February 4, 2021, Thursday, 6:30 PM – 8:00 PM

Location: Zoom Teleconference, Hosted by Katy Hintze

Attendees: Katy Hintze, Barbara Walker, Heather Patton, Caroline Inouye, Sally Kidwell, June Matlock, Diron Hill, Kevin Ponzo, Barbara Bedwell, Fendy Chan

REGULAR BUSINESS

1. Call to order: 6:34pm by Katy Hintze
2. Approval of Board Meeting Minutes for January 2021
Motion to Approve: KH
Second: SK
3. Submit volunteer hours for January: Heather
4. Membership update: Kevin
 - a. 28 total memberships, majority are renewals; this includes 7 premium, 15 family, 1 individual and 5 student level memberships
 - b. Kevin received mug order, but the background color was not correct. Working with Phyllis to resolve.
5. Treasurer's Report: Fendy
 - a. Budget notes include: city funds (\$7500) have been received; need to schedule separate meeting to discuss investments options (CDs vs. savings accounts, possible bond funds)
 - b. Katy is waiting to hear from IRS re confirmation of tax year change filing

UPCOMING BUSINESS/EVENTS

6. Lunar New Year with SL Library: Ann coordinated with Angela (Mandarin teacher) on prerecorded story
 - a. Lanterns craft – supplies provided by SSC, youth stuffed 100+ bags and June delivered to library.
7. Scholarship update: Barbara W.
 - a. CSHS says there won't be advertising at the school this year; they requested list of winners for the virtual award ceremony in May.
 - b. Application due date 3/26, sent to PO Box or by email
 - c. Barbara to do 1st review of applications; Katy, 2nd review
 - d. Qualified applicants must be SSC members
8. Young Ambassadors Artwork (YAAS) – Katy
 - a. Theme: United in Hope
 - b. Change this year, all students must be dues-paying members to SCI or local chapter; students may use the free student-level option in order to participate
 - c. Entries from students due to Summer (art teacher) by 2/24
 - d. Barbara Walker and Barbara Bedwell to work together on where artwork submissions to be displayed, possibly announced at city council meeting; will speak with Vicki at City of Southlake

9. Additional events

- a. Street cleanup: Katy looking at additional area with City
- b. Partner Activities
 - i. JASDFW: valentine's event
 - ii. FWSC: Experimental Digital for high school students; Barbara Walker to join youth board meeting to discuss on 2/9/2021
- c. Online activities TBD
 - i. Caroline reported JASDFW is offering some classes, available for small fee to non-members
 - ii. Heather looking at virtual tours or classes available for groups
 - iii. Barbara Walker suggested looking into Japanese Gardens in Fort Worth
 - iv. Fendy suggested origami through Japanese Cultural Center classes

RECAP OF PAST EVENTS

10. Volunteer Hours recap

OTHER BUSINESS

11. Quarterly Newsletter: Katy & Caroline
12. Youth Board meeting on 2/9: Katy & Heather
 - a. Katy would like to continue offering volunteer opportunities for youth board; considering something similar to rock art trail in Grapevine; will discuss with board and gauge their interest; Barbara Walker to check with mayor's office about starting rock garden/trail here
13. Update on Andrew Mayfield: Katy received note from him - he is done with quarantine and doing great in Shanghai!

Adjourn: 7:42pm

Next Adult Board Meeting February 4, 2021: Zoom

March

- 3/4 Adult Board Meeting
- 3/6 Q1 Street Cleanup (new location)
- 3/6 Youth Board meeting after cleanup
- 3/26 Q1 Street Cleanup (White Chapel location)
- TBD All-members event

April

- 4/1 Adult Board Meeting



March 2021 Board of Directors Meeting Minutes

Date/Time: March 4, 2021, Thursday, 6:30 PM – 8:00 PM

Location: Zoom Teleconference, Hosted by Katy Hintze

Attendees: Katy Hintze, Barbara Walker, Heather Patton, Caroline Inouye, Sally Kidwell, June Matlock, Barbara Bedwell, Fendy Chan

REGULAR BUSINESS

1. Call to order: 6:34pm by Katy Hintze
2. Approval of Board Meeting Minutes for February 2021 (with one spelling correction)
Motion to Approve: Katy
Second: Barbara Walker
3. Submit volunteer hours for February to Heather
4. Membership update: mug order to be replaced with correct blue background, timing TBD
5. Treasurer's Report: Fendy
 - a. Meeting took place with Fendy, Katy, Barbara W. to discuss investment strategy; decided to keep money in CDs until maturity dates in 05/2021 and 12/2021.
 - b. Discussion to move \$15k to an alternate investment option
Motion to Approve: Katy
Second: Heather
 - c. 2021 is 30-year anniversary of SSC program with Japan and 10 years with China. As this could mean additional expenses/funds needed for activities or even an adult trip, decision made to keep funds invested, but accessible.
 - d. Tax Filing: IRS system to update by May 15 to show our fiscal year change, Fendy will be able to file SSC taxes after that date.

UPCOMING BUSINESS/EVENTS

6. Experience Southlake
 - a. 3/12 deadline for recording; Fendy provided a video of her dance troupe; Katy will also send photos they could possibly string together.
7. Young Ambassadors Artwork (YAAS)
 - a. Artwork due in class on 3/5, Barbara B. to pick up on 3/8 and take to Mayor Hill to judge.
 - b. Barbara to submit request to Arts Committee to display art work at Town Hall, perhaps in Japan room?
 - c. BW & BB to determine how to submit artwork to SCI.
8. St. Patrick's Day at Senior Center and Library
 - a. Goodie bags to be stuffed by youth after street cleanup on 3/6; youth to distribute on the day of the event at senior center
9. All-Members Meeting – 3/25 will start with cooking class, followed by meeting and door prizes
10. Scholarship update: Barbara W. has updated the deadline

11. Additional events

- a. Street cleanups on 3/6 and 3/27; 3/6 is at new location on Village Center Drive, followed by lunch at Pei Wei and stuffing goodie bags
- b. Rock painting with youth board
 - i. Katy and June bought 80 lbs of rocks; Summer will lead a class on how to paint the rocks in April
- c. Partner Activities
 - i. FWSC: Japanese Speaker on 3/16
 - ii. FWSC: 3/23 International Trivia Night (Barbara suggested perhaps we could do a similar trivia night for an all-members meeting)
- d. FWSC International Youth Leadership Academy 7/10-7/31 (\$50/pp)
 - i. Barbara W. made motion to offer up to 10 scholarships to youth, up to \$500, on first-come, first-served basis to attend IYLA. Second: Heather
 - ii. Fendy mentioned there is \$1300 in budget for middle school YLA which could possibly be redirected to the other program for older students; Barbara W. will check to see if Middle School program will be offered this summer.
- e. FWSC Experimental Digital: 2 youth have signed up so far, deadline is 4/20
- f. Food Bank Donation: planned activity for April, collect and drop off at Grace.
 - i. Heather motion to spend \$100 for purchasing groceries for food drive; Second: Barbara Walker
- g. Gift for Mayor Hill's retirement (suggestions bonsai tree or scarf)
 - i. Barbara W. made motion to spend up to \$50 for purchase of retirement gift; Second: Heather
 - ii. Sally and June to look into gift options

RECAP OF PAST EVENTS

- 12. Chinese New Year video recap with Angela at library.

Adjourn: 7:48pm

Next Adult Board Meeting April 8, 2021: Zoom



April 2021 Board of Directors Meeting Minutes

Date/Time: April 8, 2021, Thursday, 6:30 PM – 8:00 PM

Location: Zoom Teleconference, Hosted by Katy Hintze

Attendees: Katy Hintze, Heather Patton, Kevin Ponzo, Sally Kidwell, June Matlock, Barbara Bedwell, Fendy Chan, Kristy Edmund, Barbara Walker, Diron Hill

REGULAR BUSINESS

1. Call to order: 6:33pm by Katy Hintze
2. Approval of Board Meeting Minutes for March 2021
Motion to Approve: Katy
Second: Sally
3. Submit volunteer hours for March to Heather (see volunteer hour attachment)
4. Membership update: Kevin reported 3 new members, 34 total; new membership form asks people for their area of interest, but doesn't currently ask how they heard of SSC
5. Treasurer's Report: Fendy
 - a. Vanguard offers an alternate investment (instead of CDs), but charges \$265/yr fee; will table discussion until May (when one CD matures)
 - b. With new fiscal year ending in September, we have fewer months to use the funds this year, as budgeted; due to COVID, SSC spent ~\$1300 from October 2020-February 2021; another ~\$800 spent in March as projects resumed
 - c. IRS Form 990-N can't be submitted until 02/2022
6. Report from Katy about Mayor Hill's proclamation marking the 10-year anniversary of the Japanese Tsunami; Katy also shared a link to a news story about a phone booth installed in Japan to offer people a way to "contact" their lost loved ones.

UPCOMING BUSINESS/EVENTS

7. Young Ambassadors Artwork (YAAS)
 - a. 18 art pieces were submitted; 5 winners selected by Mayor Hill; each winner was asked to write a short explanation for their piece
 - b. Artwork will be displayed in library and then moved to Town Hall; Katy prepared a write-up to explain the YAAS competition and display with the art in the library
 - c. Winners will receive a certificate/check at the May 5 City Council meeting.
8. Scholarship update: Deadline is 4/16
9. Cinco de Mayo event at Senior Center: Katy to work with Youth Board to provide decorations/pinatas and other goodies
10. Additional Events
 - a. Rock Painting with Youth Board to be held 4/9 at CSHS in Summer's classroom, 6:30pm (15 people signed up); Additional time for painting on 4/10 at The Marq classroom.
 - i. Vicki requested a project plan for the rocks, and the City is looking for a good park/location with lots of foot traffic and not currently under construction.

- b. Partner Activities – FWSC International Youth Leadership Academy (7/10 – 7/31; \$50/pp)
 - i. So far 2 youth board members have registered and used scholarships (8 additional scholarships available); Apps due 5/1; Cynthia with library could also publicize the Academy and scholarships through her mailing list
- c. Experiment Digital – two youth have signed up and will present at City Council meeting in the fall
- d. Food bank donation – Caroline to work on this with Grace / youth board
- e. Mayor Hill retirement gift – thanks to June for selecting the gifts, they will be presented at the 5/7 party
- f. Southlake library – Asian Pacific Island Heritage Month (May) – they are working on a theater project (www.yasutheatre.com)

RECAP OF PAST EVENTS

- 11. Experience Southlake – Katy reported that the Mayor used a clip of Fendy's dance troupe and Sally's blessing video as well.
- 12. St. Patrick's Day with Southlake Senior Center and Southlake Library – My Southlake News had a nice shout out to SSC for our help with the senior center event
- 13. Street Cleanups done on both streets in March (3/6 and 3/27)
- 14. All-Members meeting (3/25), small turnout, but fun class; Katy distributed all the door prizes.

OTHER BUSINESS

- 15. Quarterly Newsletter (Katy and Caroline working on this)
- 16. Diron Retirement get-together on Saturday, May 1; more details to follow; Diron reported that he is doing an update of chaperone's manual and will share access to the board when he's finished
- 17. Youth Board report from Katy

Adjourn: 7:20pm

**Next Adult Board Meeting May 6, 2021: Zoom
(Reminder there will not be a meeting in July.)**



May 2021 Board of Directors Meeting Minutes

Date/Time: May 6 2021, Thursday, 6:30 PM – 8:00 PM

Location: Ann LeBlanc's Home

Attendees: Board: Ann LeBlanc, Katy Hintze, Heather Patton, Sally Kidwell, Barbara Bedwell, Fendy Chan, Barbara Walker, Diron Hill
Additional Guests: Keiko, Crystal

REGULAR BUSINESS

1. Call to order: 6:44pm by Katy Hintze
2. Approval of Board Meeting Minutes for April 2021 with one correction re definition of YAAS acronym
Motion to Approve: Katy Hintze
Second: Barbara Walker
3. Submit volunteer hours for April to Heather (see volunteer hour attachment)
4. Special Guest Presentation: Office Page, SLPD
5. Farewell to Diron

Adjourn: Meeting ended ~9:00pm

Next Adult Board Meeting June 3, 2021: Location TBD
(Reminder there will not be a meeting in July.)



June 2021 Board of Directors Meeting Minutes

Date/Time: June 3, 2021, Thursday, 6:30 PM – 8:00 PM

Location: The Marq

Attendees: Katy Hintze, Heather Patton, Kevin Ponzo, Sally Kidwell, Fendy Chan, Kristy Edmund, Ann LeBlanc, June Matlock

REGULAR BUSINESS

1. Call to order: 6:44pm by Katy Hintze
2. Approval of Board Meeting Minutes for May 2021
Motion to Approve: Katy
Second: Kristy
3. Submit volunteer hours for May to Heather (see volunteer hour attachment)
4. Membership update: Kevin reported 8 new members total, 4 new in May; mugs are ready to go with correct artwork/color; purple mugs could be used for alternate event
5. Treasurer's Report: Fendy
 - a. 5 senior scholarships were awarded this year.
 - b. Discussion related to moving from senior scholarships to travel scholarships (will review at next meeting)
 - c. Ann discussed establishing committee to determine which students will go on trips and scholarship recipients
 - d. Youth Board still has \$150 remaining to spend.
 - e. Moved office supply expenses to new line item, "Administration"; this will also include insurance premiums, paypal fees, etc.

UPCOMING BUSINESS/EVENTS

6. Young Ambassadors Artwork (YAAS)
 - a. Artwork on display until mid-July; students presented with awards at City Council on 6/15
7. Additional Events
 - a. ILA/FWSC - \$50pp, 8 students total
 - b. Street Cleanup – 6/5 (White Chapel location, lunch at Feedstore)
 - c. Father's Day Craft – making frames at The Marq on 6/18
 - d. July 15 is SSC Day (Proclamation from Mayor Hill) – would like to plan BBQ/picnic for members and community
 - e. June food bank donation
 - f. Katy delivered some items to library for reading program prizes (science kits, games)
 - g. Rocks and painting kits are available to all, return finished rocks to Katy to seal; still waiting for Vicki with city to determine location; library would like to do rock painting class with us

OTHER BUSINESS

8. Explore gift ideas to send to China/Japan (YAAS artwork, could ask Surina to letter a card/note, etc)

Adjourn: 8:05pm

No meeting in July.

Next Adult Board Meeting August 12, 2021



August 2021 Board of Directors Meeting Minutes

Date/Time: August 12, 2021, Thursday, 6:30 PM – 8:00 PM

Location: Town Hall, Room 4A

Attendees: Katy Hintze, Ann LeBlanc, Heather Patton, Fendy Chan, Caroline Inouye

REGULAR BUSINESS

1. Call to order: 6:35pm by Katy Hintze
2. Approval of Board Meeting Minutes for June 2021 (no meeting held in July)
Motion to Approve: Katy (with one change from F. Chan re budget report, corrected version sent to Katy)
Second: Ann
3. Submit volunteer hours for June/July to Heather (see volunteer hour attachment)
4. Membership update: 44 members total.
 - a. Discussion to reword website and remove free membership option to better cover costs (related to activities, awards, mugs/shirts); full discussion about membership tiers postponed to later date
 - b. Caroline has old boxes of membership materials, financials and minutes that need to be distributed and shredded or archived
 - c. Katy distributed purple mugs to library, PD.
5. Treasurer's Report: Fendy
 - a. Will need to schedule budget meeting before next board meeting and prior to end of fiscal year.
 - b. June/July – 3 new student members, total of \$2150 in member fees this year to date
 - c. Student scholarships, only 4 of 5 students have provided the necessary information to send funds to their schools
 - d. ILA – paid for 8 students
 - e. Added cost for self-defense classes to budget
 - f. Community Involvement Expenses expected to be high for 2022; will review at budget meeting
 - g. Youth Board to meet on 8/19 and will determine how to spend remaining \$150 funds
 - h. Gifts for China/Japan (cowboy hats); need for round and 6ft tablecloths
 - i. Projected spending to surpass \$7500 by 8/31/2021

UPCOMING BUSINESS/EVENTS

6. VILA: awards to be presented to youth participants at City Council meeting on 8/17, 5pm
7. Youth Board: next meeting 8/19, to include elections for 2021-2022 school year
8. Respect for the Aged Day with Senior Center – Heather to contact Soheila about options for this year (did flowers, and little "covid" kits with hand sanitizer, etc, and cards last year)
9. BJNC Butterfly Festival and Rock Garden – opportunity to have table for painting rocks; rocks will be put out near the Pavilion just beyond the dog park at Bob Jones Park

10. Homecoming Parade – date TBD in September, SSC to have tables, Katy suggests handling out the globe stress balls

RECAP OF PAST EVENTS – covered earlier in meeting

11. YAAS
12. Frames for Father's Day
13. Self-Defense Classes
14. Food Drive
15. Hailey Hernandez – proclamation from Tome
16. Picnic

OTHER BUSINESS

17. Newsletter – would it be possible to add these to website?
18. Japan Trip 2022 – 15 youth on waitlist already, not planning to advertise more this year because trip is already full + waitlist
19. 2022 Adult Exchanges are being planned with Japan
20. FWSC offering opportunities for youth and adults to participate in their exchange trips
21. Katy planning surprise activity for the board

Adjourn: 8:00pm

Next Adult Board Meeting September 9, 2021
Budget Meeting TBD



September 2021 Board of Directors Meeting Minutes

Date/Time: September 9, 2021, Thursday, 6:30 PM – 8:00 PM

Location: Town Hall, Room 4A

Attendees: Katy Hintze, Heather Patton, Barbara Bedwell, Kristy Edmund, Katherine Liu, Fendy Chan, June Matlock

REGULAR BUSINESS

1. Call to order: 6:31pm by Katy Hintze
2. Approval of Board Meeting Minutes for August 2021
Motion to Approve: Kristy
Second: Katy
3. Submit volunteer hours for August to Heather
4. Membership update: 3 new members this month
 - a. All mugs have been distributed to members
 - b. 2022 competition to design next year's mug: Year of the Tiger, work with Summer to get submission from art students
5. Treasurer's Report: Fendy
 - a. 3 new members/2 are at unpaid level; discussion re how other organizations handle student memberships or lowest entry level; cut off to join to be considered eligible for scholarships; membership required for YAAS submissions (per SCI)
 - b. Student scholarships, all funds have been distributed for 2021 recipients
 - c. Added cost for self-defense classes, picnic
 - d. Youth Board spent their funds (~\$130) on donation items for refugees
 - e. Discussion of possible school appreciation item for teachers in October

UPCOMING BUSINESS/EVENTS

6. Budget meeting to be held in September, prior to close of FY (9/10, library and 9/21, 4A)
7. Chocolate class reminder, 9/16
8. White Chapel street cleanup 9/18
9. Respect for the Aged Day with Senior Center – deliver cards made by youth board, mochi; discussion of possibly setting up reciprocal event with seniors
10. Homecoming Parade – 9/22; Katy to send out sign up for shifts from 3:30-7pm
11. Youth Board Meeting – 9/23; 6:30
12. BJNC – Open House 9/25, Rock Painting, 9-3pm
13. BJNC – Nature Club Rock Painting, 4-6pm, 9/29

OTHER BUSINESS:

14. End of Year Party: location change since Asian Top is closed; discussion of other options and cost of same
15. Newsletter – Ann will be adding past issues to website
16. By-Laws review – separate meeting will be scheduled to address this
17. All-Member meeting – need for membership drive

- 18. Japan Trip – 10 people currently approved by Tome, possibly send 11pp; 15pp on waitlist for 2023 trip
- 19. Partner Activities – FWSC trips, youth should work directly with FW to apply

RECAP OF PAST EVENTS

- 20. Youth Board Donations – Noah sent cards to China family; donated items to refugee families
 - a. Fendy discussed cost for shipping to China (~\$80), need to move expense to China Trip line item
 - i. Motion to Approve line item move: Katy Hintze
 - ii. 2nd: June Matlock
- 21. Self-defense classes were a big success, well attended

Adjourn: 7:48pm

Next Adult Board Meeting October 7, 2021



October 2021 Board of Directors Meeting Minutes - Corrected

Date/Time: October 7, 2021, Thursday, 6:30 PM – 8:00 PM

Location: Town Hall, Room 4A

Attendees: Board: Katy Hintze, Barbara Walker, Ann LeBlanc, Barbara Bedwell, Sally Kidwell, Heather Patton, Kevin Ponzo, Fendy Chan
Guest: Councilperson Kathy Talley

REGULAR BUSINESS

1. Call to order: 6:30pm by Katy Hintze
2. Approval of Board Meeting Minutes for September 2021 (with one typographical error corrected)
Motion to Approve: Katy Hintze
Second: Barbara Bedwell
3. Submit volunteer hours for September to Heather
4. Membership update: 49 total members (35 renewing/14 new)
 - a. 2022 competition to design next year's mug underway: expect submissions in November; vote at Annual Meeting in December
 - b. Consider prizes for mug design winner and runner up?
 - c. Kathy Talley to ask council to recognize designer of winning design at January council (good timing as Year of the Tiger begins in February)
5. Gifts for Sister Cities: Ann LeBlanc shared sketch/draft design of quilt for china - hopes to have it ready for display at Annual Meeting and January city council meeting; Kathy Talley suggested making printed copies of quilt to sell to members.
6. Treasurer's Report: Fendy Chan
 - a. 2 new memberships, savings account interest added to "Receipts"
 - b. \$11,151.42 total receipts for fiscal year-end
 - c. Expenses added related to China/Japan quilts; street cleanup lunches; painted rocks; Respect for the Aged day; board member binders; treats for teachers (Pocky); food at monthly meetings
 - d. Suggestion to continue working on teacher recognition – coordinate with school or PTO for CSHS/CHS desserts or Chinese New Year luncheon

UPCOMING BUSINESS/EVENTS

7. Youth Board Meeting – 10/21
8. Street Cleanup – 11/06
9. All Member Meeting – 12/14, 6-8pm (to include food, door prizes, year in review, Ann to head up committee); Sally Kidwell suggests having live music at event
10. Rock Painting – interest from Jennifer Hartnett, DIS Special Ed Teacher; also interest in partnering with Joyful Arts program

OTHER BUSINESS:

11. PVSA – Ann LeBlanc shared the eligibility requirements are based on service during calendar year, ages 16 and up minimum is 100 hours; organization coordinator must be re-certified annually by PVSA

RECAP OF PAST EVENTS

12. Respect for the Aged Day – SSAC
13. Hoco Parade/Carnival – lots of traffic this year
14. Youth Board Meeting (September) – youth primed rocks at Katy's house
15. Bob Jones Nature Center – two events held, collected ~125 rocks combined

OPEN FORUM

16. Background checks for volunteers – Barbara Walker discussed vendors with FWSC, estimates \$5-\$10 per check
17. SCI announced theme for YAAS this year – Barbara Walker says it will be related to water; Allison Bedwell to coordinate with publicizing at the schools.
18. Quarterly meeting idea – Barbara Walker suggested hosting a Sudoku class
19. FWSC accepting applications for 2022 student exchanges
20. “Gifting Project” is a new organization created by Renni Burt (SLPD) working with families in need – explore options to support their work
21. Special committee meeting to be scheduled to review calendar, Ann to bring CISD calendar; Barbara Walker to bring FWSC calendar.
22. Japan Trip – no updates available re 2022

Adjourn: 7:40pm

Next Adult Board Meeting November 4, 2021



November 2021 Board of Directors Meeting Minutes

Date/Time: November 4, 2021, Thursday, 6:30 PM – 8:00 PM

Location: Town Hall, Room 4A

Attendees: Board: Katy Hintze, Barbara Walker, Ann LeBlanc, Barbara Bedwell, Kristy Edmund, June Matlock, Heather Patton, Kevin Ponzo, Fendy Chan, Caroline Inouye

REGULAR BUSINESS

1. Call to order: 6:35pm by Katy Hintze
2. Approval of Board Meeting Minutes for October 2021 (with correction to wording of line 6a)
 - Motion to Approve: B. Walker
 - Second: A. LeBlanc
 - Vote: 9 in favor; 0 opposed
3. Submit volunteer hours for October to Heather
4. Membership update: Kevin Ponzo
 - a. 49 total members for 2021
 - b. Membership drive for 2022 underway, 8 renewals to date
 - c. Mug Design Vote: tallied as black design (1 vote) vs. white design (9 votes)
 - d. J. Matlock suggests gifting originals of artwork to China
 - e. Suggestion to give certificates to each artist/artwork entry
5. Treasurer's Report: Fendy Chan
 - a. CD Renewal
 - Motion to Renew CD for one year: K. Edmund
 - Second: A. LeBlanc
 - Vote: 10 in favor; 0 opposed
 - b. Fendy will maintain notes on differences between monthly reports and annual report
6. Appointees Nomination/Vote: June Matlock, Kristy Edmund and Barbara Bedwell (2 openings remain)
 - Motion to Approve: B. Walker
 - 2nd: A. LeBlanc
 - Vote: 7 in favor; 0 opposed
 - a. Note: this term ends 12/31/2021; will need to review all appointees in January 2022

UPCOMING EVENTS

7. Youth Board Meeting: 11/7 – will be rescheduled (also note 4 students are interviewing with FWSC for trips)
8. Calendar Review: 11/11
9. Street Cleanup – 11/06 (final cleanup for 2021)
10. All Member Meeting – 12/14, 6-8pm

- a. Invitees to include: YAAS teachers, FWSC representatives; Mayor and City Councilpersons; City liaisons; Principals; prior and future trip chaperones
- b. Recognitions: youth board, adult board, YAAS winners, mug winner, VILA participants, scholarship winners
- c. Video- youth board historian
- d. Food/dessert/drinks – A. LeBlanc heading up committee
- e. Paper goods
- f. Decorations (bring proclamations)
- g. Set up/tear down/servers – sign up genius?

OTHER BUSINESS:

- 11. Joyful Arts Intro (rep unable to attend meeting, tabled)
- 12. Partner Activities:
 - a. SMU Pollock Gallery Event: 11/6, 12-6pm with Japanese author, Fendy will be doing Ikebana
 - b. Japanese Garden Fall Festival: 11/13-11/14
 - c. 2021 Otsukimi Moon Viewing Festival: 11/20, 6-9pm
- 13. Vote to give mug winner complimentary one-year SSC family membership
Motion to Approve: B. Walker
2nd: K. Ponzio
Vote: 9 in favor; 0 opposed
- 14. Discussion re active membership in place by January 31, 2022 for scholarship eligibility and trip eligibility
- 15. YAAS: submissions for ages 13 and up; Southlake competition is open to public (not just art students); discussion re membership for winners
Motion to provide up to 5 winners with complimentary one-year family membership: B. Walker
2nd: K. Ponzio
Vote: 9 in favor; 0 opposed

RECAP OF PAST EVENTS

- 16. Joyful Arts Rock Painting
- 17. Pocky delivery to teachers at CHS/CSHS
- 18. Rock Garden has launched

Adjourn: 7:57pm

**No Adult Board Meeting in December
Annual Meeting December 14, 2021**