**[QUEEN ELIZABETH SCHOOL  ALUMNI ASSOCIATION (USA)](http://www.qesaausa.org/)**

伊利沙伯中學美國舊生會

**QESAAUSA**

**Board of Directors’ Second Meeting (2015-2017)**

**Date: Saturday, June 6, 2015 at 2 pm**

Location: San Carlos Library, 610 Elm Street, San Carlos, CA

Present: Doris Tse (President), Anita Chu (Secretary), Beth Pao (Treasurer), C W Chung (Social Director), Gavin Chan (Information Technology Director)

**Minutes**

1. Minutes from the first meeting will be revised with the following updates:
2. C W Chung—Social Director (instead of Social Director of N. CA)
3. #4) AGM review, ii) & iii) re: Ella Cheong’s visit were clarified
4. Bernice Ng will return to the Board, officially assume the role of Membership Director, pending final voting approval
5. Updates
6. Annual Picnic will be at the Clubhouse at [947 Lido Lane Foster City, CA 94404](http://www.evite.com/event/013BVNOJI5CVHMBZOEPFBVR6UZ4JC4/map?gid=00D43WXNH2RESE4KUEPFBVS5BX7DLE), on July 25, Saturday
7. A Wells Fargo Bank account was opened under QESAAUSA with authorized signatures of Treasurer (Beth Pao) and President (Doris Tse), to replace the Bank of America account.
8. The 4 Applications for ID Tech Summer Camp Scholarship were not selected. BOD felt guideline for assistance should be sent proactively to President of QESOSA Tong Sau Chia and OSA Staff Jo Wong. President Doris has already written up a detailed guideline and was reviewed and constructively commented by other Board members.
9. Doris had made all submissions to QESOSA before June 5 deadline for 2015 publication. HK OSA requested higher resolution photos for publication and Doris is working on ways to transmit them over. She also received a list of FA representatives who are willing to share information of classmates living in U.S.
10. Our membership total reaches 133. The list is part of our submission to QESOSA
11. Beth has passed Louisa’s USB to Doris who will return it to Louisa later
12. Two pilot hiking trips: Sunol Regional Park (3/28) and Woodside Huddart park (5/30) led by Wing Hui

 3. Treasurer’s Report

 A balance of $8,968.00 at our account as of meeting date

 4. Picnic Planning

 a) CW will send Evite to membership to announce the event. We need someone to contact those who don’t use email. Louisa used to call those members.

 b) COST: $50 for club house rental, plus $100 refundable deposit

 A proposal of charging $15 / person for early signup, then $18 or $20 for late comers for easy planning

 c) TIME: starting 11:00 am while the Clubhouse hours are from 11:00 am until midnight

 d) FOOD: will cater food from Cheung Hing BBQ of Millbrae. C W Chung will order once we know the number of participants by deadline

 e) GAMES: will seek ideas from Louisa and Bernice due to their prior experience and success

 f) ACTIVITIES: ideas from Louisa & Bernice while new ideas are welcome.

 g) Mahjong Tournament—a popular activity

 h) Cleanup: volunteer signup on picnic day

 (Note: A copy of rental agreement was in place to facilitate cleanup)

5. Membership Application Process Streamline

 a) Gavin—IT Director will revise the Application form to update current BOD information and to clarify certain questions

 b) Beth—Treasurer will receive completed application form and fees

 c) Bernice—Membership Director will update Directory and send welcome letters to new members

6. Website & IT issues

 It is the BOD’s desire to eventually automate the online signup of new members for accuracy and efficiency

7. Other Pilot Activities

 Karaoke, food tasting luncheons, educational seminars, etc.

8. Other Business

 None

9. Next Board Meeting

 Same location on Saturday August 29, 2015

 The BOD sincerely thank Ed Sun for recommending such an ideal location for our Board meetings

Meeting adjourned at 4 pm