

10/2/2019 GCSC TOWN HALL MEETING MINUTES

DATE : October 2, 2019, 1:00pm – 3:00pm
PLACE : GCSC at 1401 Danville Blvd., Alamo CA

I. State of Center Report (by Executive Director Juliana Wong):

GCSC Executive Director Juliana Wong extends welcome and appreciation to GCSC members for attending this yearly Town Hall Meeting. The main purpose of this meeting is to provide members a forum to express their opinions and suggestions on how to make the Center into a more vibrant and attractive place for existing as well as new members.

Juliana states that GCSC has 190 renewed members and 36 new members so far this year. All the special events are well attended, we had 160 people attending our New Year Party at the Center; 150 people attending our Mid-Autumn Festival/GCSC Chorus Recital and all our classes are having good attendance.

Due to the resignation of GCSC Executive Director Gina Sun in June 2019 for personal reasons, Juliana Wong was appointed to take over the position of Executive Director in July, and Anita Wong was appointed as Deputy Director of GCSC.

The daily operations of GCSC are also carried out by nine committees and their chairpersons:

1. Activity : Juliana Wong
2. Caring : Jane Lu, Rosa Liao
3. Curriculum : Stephen Lu
4. Front Desk : Linda Tang, Stella Ho
5. Finance : Eleanor Chen, Ann Liang
6. Participation : Tim Chu, Ann Liang
7. Fund Raising : Julie Hsu, Min Gee Hsia
8. Public Relations : Yeao-Nan Hsieh

II. BOD Chair Grace Chiu Report:

Chair Grace Chiu states that GCSC is operated mainly by volunteers and all the teachers are volunteers too with no compensation. Thanks to all the volunteers GCSC is operating well for the past 12 years. Our main sources of revenue are from members contributions and membership fees. The support from our members are vital to the existence of GCSC.

Chair Grace Chiu also extended her appreciation and thanks to Executive Direct Gina Sun who resigned in July 2019 for personal matters.

Four new members joined the BOD in January 2019. Now the BOD members are as following:

1. Chairperson : Grace Chiu
2. Vice Chair : Yeao-Nan Hsieh

3. Treasurer : Sherry Chow, NEW
4. Treasurer : Amy Huang
5. Secretary : Eric Golanco, NEW
6. Cathy Lee : Nominating Committee and update guideline for Operation
7. Howard Woo : Long term planning and protocol/policy, NEW
8. Eve Lee : Fund Raising Coordinator, NEW

In year 2019 the BOD accomplished the following:

1. Recruited four new members to the BOD
2. Updated Operations Guideline
3. Installed new Quickbook software on-line system which accommodates 5 users. With the new system BOD Treasurer needs not do daily entries for the Operation side.

Plans in process:

1. Donation soliciting letters will be sent out in mid October,
2. New rental contract with AWC is due in early 2020. We are working on getting a reasonable rate increase for the next few years.
3. A retreat is planned for the first quarter of 2020 to improve the communication between the BOD members and the Operations leaders.
4. The BOD will start to issue an Annual Report next year to enhance communication and solicit advertisement from local merchants to increase income for GCSC.
5. The BOD is always looking for new members to join. Please send a brief resume to the nominating chair Cathy Lee if you are interested.

Treasurer Sherry Chow reports:

1. The Total Income for GCSC as of 8/31/2019 is \$37,900. Total Expenses are \$32,900 ending up \$5,000 in Net Income. Total Assets are \$221,000.
2. As of 8/31/2019 donations received are \$23,600; membership fees received are \$11,100 from 225 members for the eight month period of year 2019,
3. Rental plus Storage fee paid to AWC are \$26,300 as of 8/31/2019.
4. Other Expenses are \$6,600 including website domain registration/ hosting and new microphone etc.
5. Total income for 2018 was \$70,100 and total expense was \$52,900, resulting in a net income of \$17,200. Total asset was \$216,000 in 2018.

III. Q & A (monitored by Deputy Director Anita Wong):

A. Items received from Suggestions Box:

1. The beginners' Line Dance Class is well received by members. They ask for additional time for beginners' line dance class.
2. The floors in the building need deep cleaning.
3. Q: Can other classes use the open spaces on the 1st Wednesday of every month?
A: Yes, between 3:00 – 5:00pm if any class needs the space should send in request to Stephen Lu (Curriculum Chairperson) two weeks in advance.

4. Ichien Chen suggests members respect parking space for the disabled, do not park there if you're not disabled.

B. Suggestions by members during meeting:

1. Butterfly Lin suggests: No more free lunches on Mothers / Fathers Day and birthday members; also to increase membership fee to \$100; Drama Class can set up a separate bank account under supervision of GCSC; have class captains monitor whether students in their class have paid membership fee; and set cell phone to vibration mode while classes are in session.
2. Tomiko Hatsushi suggests members do "one good deed a day" by extending friendship to newcomers, making them feel they are part of the big family.
3. Stanley Ng suggests: Look into the reason why the low attendance at this Town Hall meeting (only 20% of the 225 members showed up); any event posted in the public media should have consent from the people involved; have teachers and class captains remind students about upcoming events of GCSC; and should have "Code of Conduct" posted at the Center.
4. MaryAnn suggests that members of GCSC should value what you have and view the Center as your home. We all should share the cost of operations. She thinks the membership fee could be increased.
5. Frank Kung: Last year he already suggested to increase membership fee to \$75 from \$50 but ended by increasing to \$60, now we have to think about increasing again. In our By-Law it states that we are a non political organization, but there are classes of GCSC that are not adhering to our policy while performing outside and raising money on their own; GCSC should set a guideline for these situations.
6. Q: John Wang asks if there are statements that shows that all our donations are tax deductible with IRS approval. A: It's clearly stated on the letter of acknowledgment.
7. Han Chung Wang suggests to have the Town Hall Meeting in the morning might improve the low attendance situation. Q: Did the contributions collected by the Drama Class went through GCSC? It should follow the finance guidelines of GCSC. If the retreat mentioned by BOD Chair includes only members of BOD and Operations, he suggests the BOD send out letters to GCSC members prior to the retreat to solicit their opinions.

IV. Town Hall Meeting adjourns at 3:10pm on October 2, 2019

V. Town Hall Meeting Minutes recorded by: Maria Wang