



The Commonwealth of Massachusetts Asian American Commission

COMMISSIONERS

Chair

Paul W. Lee

Vice Chair

Geoffrey G. Why

Treasurer

Karen Tseng

Secretary

Kenneth An

Joel Buenaventura

Yan Jennifer Cao

Chun-Fai Chan

Chris Chanyasulkit

Kajal Chattopadhyay

Kay Dong

Kenneth Fong

Om Ganda

Gilbert Ho

Grace Lee

WingKay Leung

Vesna Nuon

Priti Rao

Evelyn Tang

Sophy Theam

Larry Wong

Executive Director

Jason Chou

One Ashburton Place

12th Floor

Boston, MA 02108

T: 617-367-9333 x662

F: 617-367-7748

www.aacommission.org

Meeting Agenda

**Thursday, November 8th, 2012
One Ashburton Place, 21st Floor**

1. Vote to accept the new bylaws and use of the state's conflict of interest form for the 501(c)3 application. Below are the changes:
Updated Article VI on how funds are received
Updated Article on ED's compensation
Added Article XVII a dissolution clause if AAC cease to operate
2. Review of 10/2 minutes.
3. New Commissioners: Gilbert Ho & WingKay Leung appointed by the Secretary.
4. 2013 Unity Dinner
Theme: Healthcare
Keynote Speaker
Co-chairs
5. Subcommittee updates & has the chairperson been decided?
Admin / Finance
PR / Legislation
Program - Unity Dinner
Program - Young Leaders Symposium
Program - Healthcare
Program - Economic Development
6. January's meeting will not be on a regularly scheduled date & time. We will be hosting a swearing-in ceremony and saying farewell to a few of our Commissioners.
7. New business
Old Business
8. Next Commission meeting: **December 4 at One Ashburton Place, 21 Floor**



The Commonwealth of Massachusetts

Asian American Commission

COMMISSIONERS

Chair

Paul W. Lee

Vice Chair

Geoffrey G. Why

Treasurer

Karen Tseng

Secretary

Kenneth An

Joel Buenaventura

Yan Jennifer Cao

Chun-Fai Chan

Chris Chanyasukit*

Kajal Chattopadhyay

Kay Dong

Kenneth Fong

Om Ganda

Grace Lee

Vesna Nuon

Priti Rao

Evelyn Tang

Sophy Theam

Larry Wong

Executive Director

Jason Chou

One Ashburton Place

12th Floor

Boston, MA 02108

T: 617-367-9333 x662

F: 617-367-7748

www.aacommission.org

Meeting Minutes

Tuesday, October 2nd, 2012
One Ashburton Place, 12th Floor

Absent Commissioners are highlighted on left.
Remote Participants are indicated by an asterisk*.

1. Review of 9/11 minutes.
 - Minutes accepted. Motion carried by an unanimous vote.
2. Post-event debrief of 9/21 Young Leaders Symposium
 - Address the lack of minority women in state legislature.
 - Consider hosting an event during the evening.
 - Try to encourage people to talk during the networking session.
3. Update to 501(c)3 status
 - The lawyer will need to draft us a Trust agreement
 - Update bylaws Article VI on how funds are received
 - Update bylaws Article on ED's compensation
 - Add bylaws Article XVII a dissolution clause if AAC cease to operate
 - Create a Conflict of Interest form
 - Kajal and Joel volunteer to draft the additions to the bylaws.
4. New Commissioner applicants, encourage others to apply by end of the week.
 - Some Commissioners suggested having the election of officers occur during the fall retreat to assist with transition.
5. 2013 Unity Dinner – theme, keynote speaker, co-chairs?
 - Possible names: Bill Lee, Johnny Ip, Tom Lee, George King, Dean of BC Law, Dean Meung, Ann Hwang. Priti volunteered to look into potential names.
6. Subcommittee updates & has the chairperson been decided?
 - Admin / Finance
 - will distribute an executive director evaluation to be filled out by everyone
 - PR / Legislation
 - Chris has a student working on press materials with the State House Program - Unity Dinner
 - We should have more definitive plans for the next meeting.
7. New business
Old Business
8. Next Commission meeting has been changed to November 8th.

Additions & Updates to the Bylaws:

Article VI

2. Accounts

These funds shall be deposited in a separate account with a financial institution of the Commission's choosing and be expended by the Commission in accordance with law.

Article XIV

1. Executive Director

Add the following to end:

The Executive Director shall be entitled to compensation for services rendered on behalf of the Commission. Such compensation shall be approved by the Executive Board before it is paid and the amount of such compensation shall be based on information about compensation paid by similarly situated tax-exempt organizations, current compensation surveys compiled by independent firms or actual written offers from similarly situated organizations. The date and terms of any approved compensation arrangement shall be recorded in writing, including the decisions of each of the members of the Executive Board who voted on the compensation arrangement and the information and source of information on which the decision to approve the compensation arrangement was made. Any members of the Executive Board who vote to approve a compensation arrangement shall follow the conflict of interest policy of the Commission in effect at the time.

Article XVII -- Dissolution

In the event that the Commission is officially dissolved for any reason, any monies then remaining in the accounts of the Commission after any outstanding debts have been paid in full shall be distributed equally to the five largest organizations in the Commonwealth dedicated to the advancement of Asian Americans. Any monies so distributed shall be exclusively used for exempt purposes, including charitable, religious, educational and/or scientific purposes. If there is a state law governing the distribution of assets at the time of dissolution of the Commission, the provisions of such state law shall supersede any provisions of this Article.

Addition to bylaws

Page 4

5. Appointments

Appointments shall be made in consultation with Asian-American organizations in the commonwealth. Nominations for members shall be solicited by the appointing authorities between August 1 and September 16 of each year through an open application process using a uniform application that is widely distributed throughout the state. **Appointments from each of the offices, as detailed in Article V, are formalized only after the nomination period and meeting with member(s) of the Executive Board.**

2012.11.07 - Notes from Unity Dinner subcommittee conference call with Kay Dong, Karen Tseng, & Larry Wong.

Unity Dinner Agenda to Discuss with Full Commission:

1. Healthcare theme to 2013 Unity Dinner
2. Immediate next steps:
 - Secure Co-Chairs and Keynote Speaker/Honoree (and possible additional honorees in the format of the 2012 Unity Dinner)
 - Follow-up with past sponsors, including 2012's honorees
 - Reach out to new sponsors
 - Develop closer working relations between the Unity Dinner subcommittee and the Healthcare subcommittee
3. Discuss Commissioners' threshold contributions (commit to two tickets and either a sponsorship/table or responsibility for specified Unity Dinner planning tasks)

Tasks

Constant communications with Keynote & Co-chairs (subcommittee role)
Securing sponsorships
Ticket sales
PR marketing/press releases
Entertainment
Program booklet
Media photographers & videographer
Volunteers
Seating arrangements
Nametags

Past Sponsors

BJ's Wholesale Club
Chin & Curtis, LLP
Edwards Angell Palmer & Dodge
Fish Foundation
Leader Bank
MAP for Health
Novo Nordisk
Organization of Chinese Americans
Quincy Asian Resources, Inc.
Skadden
South Cove Community Health Center
South Shore Mental Health
State Street Bank
The Boston Foundation
TMAA of New England YMCA
Umass Boston
YMCA

Past Sponsors with Relations to the Commission

Chinatown Main Street
Joslin Diabetes Center
Korean-American Citizens League of NE
Light of Cambodian Children, Inc.
NAAAP Boston

Past Sponsors with Ongoing relations with the Commission

AALAM
ATASK

#	Commissioner	# sub/committees
1	Kenneth An	2
2	Joel Buenaventura	1
3	Yan Jennifer Cao	2
4	ChunFai Chan	2
5	Chris Chanyasulkit	2
6	Kajal Chattopadhyay	2
7	Kay Dong	2
8	Ken Fong	1
9	Om Ganda	1
10	Paul W. Lee	2
11	Grace Lee	2
12	Vesna Nuon	3
13	Priti Rao	2
14	Evelyn Tang	1
15	Sophy Theam	2
16	Karen Tseng	2
17	Geoffrey G. Why	2
18	Larry Wong	2

Executive Committee	Admin/Finance	PR / Legislation	Program - Unity Dinner	Program - Young Leader	Program - Healthcare	Program - Econ. Dev.
Paul W. Lee	Geoffrey G. Why	Chris Chanyasulkit	Yan Jennifer Cao	Kenneth An	Kajal Chattopadhyay	Grace Lee
Geoffrey G. Why	Kajal Chattopadhyay	Evelyn Tang	ChunFai Chan	Chris Chanyasulkit	Karen Tseng	Sophy Theam
Karen Tseng	Paul W. Lee	Grace Lee	Kay Dong	ChunFai Chan	Om Ganda	Vesna Nuon
Kenneth An	Priti Rao	Joel Buenaventura	Larry Wong	Kay Dong	Paul D. Shaw	
	Sophy Theam	Ken Fong		Larry Wong	Yan Jennifer Cao	
		Vesna Nuon		Priti Rao		
				Vesna Nuon		
The executive committee assumes general managerial responsibilities over the Commission. They support and maintain focus for all the subcommittees.	-makes recommendations concerning the finance and budget, personnel issues, memberships, maintain protocols & bylaws, review annual report, and set periodic evaluations.	-monitors legislative & community activities and makes recommendations, prepares public messages, and ensures a consistent and positive image.	-mobilizes the efforts in forming the annual dinner. Duties include: identifying keynote/honorees, co-chairs, sponsors, venue, and pooling resources from all Commissioners.	-establishes a regular program that cultivates the next generation of leaders. Identifies possible funding sources so this can be a flagship program of the Commission.	-helps set the theme for 2013. Monitors the activities of public and private healthcare sectors. Finds venues where the Commission may be a partner in the health discussions.	-supports and promotes various opportunities that strengthens the local and state economy of Massachusetts. First tentative project is a financial literacy program for Lowell.