The Commonwealth of Massachusetts
Asian American Commission

COMMISSIONERS

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Elisa Choi

Vice Chairperson
Sophy Theam

Treasurer
Wingkay Leung

Secretary
Nick Chau

Kenneth An
Yan Jennifer Cao
Chun-Fai Chan
Chris Chanyasulkit
Kajal Chattopadhyay
Tony Dang
Kay Dong
Gilbert Ho
Lianna Kushi
Mabel Lam
Lydia Schroter
Evelyn Tang
Karen Tseng
Larry Wong

One Ashburton Place
12th Floor
Boston, MA 02108
www.aacommission.org

Meeting Agenda
Wednesday, January 13, 2016 at 4:30pm
JFK, 15 New Sudbury Street, Room 475

(The times indicated for each item are guidelines.)

1. Accept previous minutes

2. Executive Director - Monthly Report (Bora, 5 minutes)

3. New Commissioners and Re-appointments (Bora, 5 minutes)

4. Review of Code of Conduct, OML and Conflict of Interests (COI) – New forms and signatures needed (Bora and Elisa, 10 minutes)

5. Ratification of UD co-chairs and Unity Dinner (Sophy and Mabel, 20 minutes)

6. Subcommittee Updates
   Discussion of structures and subcommittee goals/charters (Elisa)
   Program - Healthcare Subcommittee (Elisa)
   Program - Young Leaders Symposium (Chris)
   Program - Economic Development (Gilbert)
   Program - Resource Fair - (Bora)

7. Old business
   -Asian American Civil Rights Conference: Ken (15 minutes)

   New Business
   - Bylaws amendments & revisions
   - 2015 AAC Annual Report

8. Next Commission meeting: Every second Wednesday, next meeting, February 10, 2016
   Location: TBD: ED researching new location

9. Other Community updates & Meeting adjourned

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Bora Chiemruom
Executive Director

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Meeting Minutes
Wednesday, December 9, 2015 at 4:30pm
JFK, 15 New Sudbury Street, Room 475

Absent Commissioners are highlighted and remote participants are indicated by an asterisk*. Quorum was reached by attendance.

- Accepted 12/05/2015 meeting minutes
- Corrections are to be made. Gilbert motioned to accept minutes, seconded by Elisa. Motion carried by a unanimous vote.

Executive Director (ED) gave her monthly report and conducted the meeting because Executive Committee needed to be elected because of the vote of no confidence from Dec. 5, 2015 meeting. ED also shared budget/expenses overview for FY 2015-2016:

- Summer Retreat – August 8, 2015
  -Expense $195.19
- Southeast Asian Water Festival – August 15, 2015
  -Expense $438.62 – Over 40,000 people attended the event
- HealthCare Summit – September 10, 2015
  -Expense $1,691.24 158 registered participants, 145 showed
- Unity Dinner – October 15, 2015
  - ◊ Revenue $55,068.22, Expense $19,339, Net income $35,729.22
  - ◊ 245 registered, 235 attended, 90% Commissioner attended
- Program - Young Leaders Symposium - October 2, 2015
  - ◊ Expense $1,759.36, over 80 participants

Special Election of the Executive Committee: Reviewed of the election procedures and officer descriptions. Nominations were submitted and conferred with the candidates. Candidates provided a speech that demonstrated their interest to serve. The order of speech by the candidates was: Chairperson, Vice-Chairperson. Treasurer and Secretary. Candidates with majority of votes take their respective officer position:

- Chairperson: Elisa Choi
- Vice Chairperson: Sophy Theam
- Treasurer: Wingkay Leung
- Secretary: Nick Chau
- Terms will coincide with the state funding period of July 1, 2015 – June 30, 2016

Debrief of the past three events:
Healthcare Summit:

- Elisa shared HealthCare Summit synopsis, the audiences felt that Dr. Howard was knowledgeable, and a great speaker.
- The event was well received. We had last minute requests to be added to guest list.
- Chris thanked the leadership, and appreciated the quality of the program. She mentioned Brookline's yearly Health Care Forum with Michael Dukakis, potential moderator for future planning (Moderator Series)
- Recommendations for future events:
  -To minimized back and forth, close registration deadline earlier
  -Take out containers for leftover food

Young Leaders Symposium (YLS)

- Chris shared feedback of YLS – She also shared that Asian American Success Program loss of funding for next year
- Lower attendance than last year, the issues: it's was on a school day, and difficulty

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of parking
- We didn't have enough outsider participants, mostly UMB students
- Prof. Watanabe said that UMASS Boston didn't get enough recognition
- Recommendations for future events:
  - Rotating each mentors
  - Chris recommend new chair for YLS, and starts planning six (6) months in advance
  - Is it possible to have the event on a weekend?

Unity Dinner:
- Event was well received, great robust programming along with solid PowerPoint
- Gilbert was amazing in negotiating price reductions for most of our expenses
- We received a Platinum Sponsor of $25,000 from an individual
- Both keynote speakers (Dr. Koh and Daniel Koh) were great
- Logistically it was difficult due to loss of time and transition in leadership of the subcommittee, but working groups really helped moved the planning along
- Food was not good and parking was a big issue
- Recommendations for 10th Anniversary Celebration:
  - Plan eight (8) months in advance
  - All Commissioners should be involved, if not in the subcommittee, participant in a working group or both

Discussion of moving AAC website to the Treasurer's website:
- Ken suggested speaking to IRS and/or General Counsel whether having it on the State website would affect the image of AAC and might affect our funding and fundraising effort
- Group suggested for now keep both sites, with a link on AAC websites as well.
- Elisa motioned to keep both website and to get additional information before making decision, seconded by Nick, and motion carried.

New Business,
Letter of support for research project grant:
- Elisa presented a request from Tuft Clinical and Translational Science Institute, ADAPT program. The grant would "Address Disparities in Asian Populations through Multi-Level Interventions"
- Mabel motioned to support ADAPT, seconded by Elisa, and the motion carried

Asian American Civil Rights Conference:
- Ken proposed a partnership opportunity between AAC and EEOC to plan an Asian American Civil Rights Conference for next five years (2016-2020).
- AAC would receive a restricted fund of $25,000/year, plus $3,000/year for the YLS Program for the next 5 years
- Ken will compensate Executive Director for 5 years of services to support the planning.
- Ken and Executive Committee will meet to discuss the terms and work out the Memorandum of Understanding (MOU)
- The MOU will be presented to the full Commission at the next meeting

Next Commission meeting: Wednesday, January 13, 2016 Location: JFK Building
Meeting adjourned