

Chinese Professional Club 2015-2016

Minutes of the Fourth Officers' and Committee Chairs' Meeting

October 10, 2015

The fourth Officers' and Committee Chairs' meeting of the Chinese Professional Club was held on Saturday, October 10, 2015 at The Kim Son Restaurant, 10603 Bellaire Blvd., Houston, Texas 77072. In attendance were:

David Cao	Terry Chen
Anita Dawson	Cecil Fong
Irene Joe	Jack Joe
Katharine Lau	Jackie Leong
Peggy Lum	Annie Mak
Allan Tang	

1. The meeting was called to order at 6:30p.m. by Katharine Lau, President.
2. The Committee gave unanimous approval of the minutes of the August 30, 2015 meeting, as amended (The title of Dr. Elizabeth Tang's presentation was changed to 'Radical Islam in America').
3. Treasurer's Report: Treasurer Allan Tang reported to the Committee that there was a balance of \$10,572.82 at the Amegy Bank checking account. There were two checks written for a total of \$226. that remains outstanding.
4. Jack Joe reported that there were two new members added. He also reported that there seems to be more lifetime memberships added than in the past.
5. Dr. James Tang was not in attendance but reported via email that thirty players have signed up for the October 24th golf tournament at the Oakhurst Country Club. It will be a shotgun start at 1p.m. Players should sign in beginning at 12p.m. We currently have secured sponsors for 9 holes at \$200. each for a total of \$1,800. There will be several raffle prizes, prizes for 1st place low net teams, 1st place low gross team, closest to the pin on all par threes, and longest drive for women, men, and seniors. There is still plenty of room for players who want to sign up; cost is \$75. per person and \$400 for a team of four. Dr. Tang is looking for the smaller blue CPC banner. If it cannot be located, a new one should be made but it was suggested that the banner be made of a lighter material for easier handling.
6. The planned mixer will be scheduled for November so as to attract more people.
7. The Lecture series continues with the following presenters:
 - a) Karin Dunn's presentation on Medicare is scheduled for Thursday, October 29. The venue is Yao's Restaurant and will start at 6:30p.m. Dr. Lillian Chan has made arrangements with the restaurant. The presentation is a "beginner's introduction" to Medicare. The format will be 20 to 30 minutes of 'lecture' and 20 to 30 minutes of question and answers. CPC members will be charged \$10 each and non-members will be charged \$20 each. Betty Fong will handle the RSVP. As of October 10, 25 people have already signed up for this presentation. The Committee voted to 'comp' Ms. Dunn's dinner cost. Cecil Fong has agreed to make a short introduction of Ms. Dunn to start the event off and Peggy Lum will look into securing a gift to thank her for her presentation.
 - b) Yuen Yee Ma's presentation on Financial Planning is scheduled for Thursday. December 3. The venue again will be Yao's Restaurant.
 - c) Peter Chang M.D. The topic will be heart health and will be scheduled later.

8. Anita Dawson, Chairperson for the Scholarship Committee distributed a flyer that was prepared for the 2015/2016 CPC Scholarship which all agreed was outstanding. Dr. Tang also submitted via email that the Committee has a dropbox setup with all Committee members, except for Russell Wong, to sign on to view. So far, there are four partially completed applications. As applications come in, they will be scanned and placed in the dropbox under one of two folders; complete applications in one folder and incomplete applications in another folder. Once complete, the applications will go into the complete applications folder. All Committee members can read the applications on the dropbox.

9. The 62nd CPC Gala will be held on Saturday, February 13th, 2016 at the Plaza Room of the Westin Galleria (West Alabama). Nominations and assignments are as follows:
 - a. Honorary Chair: Mark and Alice Lee
 - b. Golden Service: William and Jane Chung
 - c. Community Service: Cecil Fong
 - d. Corporate Award: Vican Sun and his corporation, Tansco, LLC.
 - e. Emcee: Rogene Calvert
 - f. Music: John Chen
 - g. Photograph: George Wong
 - h. Security: Wesley Gee
 - i. Floor Manager: Dr. Lillian Chan
 - j. Publicist: Annie Mak
 - Sponsor letters have been sent out by September 30 by Jackie Leong. She will also do the follow up on them.
 - The advertisement deadline is set for January 16, 2016.
 - All program information needs to be submitted to Jack Joe at least two weeks before the Gala.
 - The invitations will be done before the end of October, 2015.
 - A budget of \$500 has been established for the awards.
 - Katharine Lau will design the invitation and the cover of the program.
 - A budget of \$3 per person was established for the party favors; Peggy Lum showed the committee a sample of a decorative fortune cookie.
 - A budget of \$10 was established for table decorations. Betty Fong has asked Wells Fargo Bank to donate “Monkey Banks” for table decorations.
 - Irene Joe will do the corsages.
 - We will solicit prizes for the raffle. Suggested cost for the raffle tickets are \$10 each, three for \$25, and ten for \$80. Betty Fong has plenty of raffle tickets on hand.
 - Katharine Lau will type up solicitation letters for raffle prize donations and send them out.
 - Media needs to be contacted so we should be sending out a press release as soon as the invitations are sent out.
 - We should see if we could get participation by the “Yellow Magazine”.

10. OCA annual Gala will be held on Friday, October 23. It will be held at the Ocean Palace Restaurant and will be a dinner and casino night event. Cost is \$50 per person. CPC will look to sponsor a table.
11. The next meeting is scheduled for 2p.m. on Sunday, November 22 at the Shanghai Rivers Restaurant at 2407 Westheimer Road.
12. There being no other business, the meeting adjourned at 7:30p.m.

Faithfully submitted,
Terry Chen
Secretary