**Huaxia Chinese School at Bergen, Inc**

**华夏博根中文学校**

**P.O Box #9180,**

**Paramus, NJ 07652**

[www.hxbg.org](http://www.hxbg.org)

**Board Meeting Minutes**

**Date**: Oct. 25, 2020, 3:00 PM-5:00PM

**Location:** Zoom Meeting

**Attendance Roster:**

**Present:**

刘一帆 (Yifan Liu), President

王志红 (Zhihong Wang), Secretary

徐智辉 (Zhihui Xu), Treasurer

杜红梅 (Hongmei Du), Board Member

李 丽 (Li Li), Board Member

陈国栋 (Guodong Chen), Board Member

张晓平 (Xiaoping Zhang), Board Member

陈 敏 (Joyce Chen), Board Member

张为民 (Weimin Zhang), Board Member

**Other Attendees :**

王 红 (Mona Hong Wang), Principal

毛鸿雁 (Hongyan Mao), Accounting Manager

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| --- | --- | --- | --- |
| Topic | Discussion/Action/Decision | Responsible Person(s) | Status |
| Review and approve budget for academic year 2020-2021 | BD reviewed the school budget submitted by the School Administration for the 2020-2021 school year. Due to the impact of the coronavirus pandemic, the number of students registrations this year has decreased by nearly half compared to last year. The estimated total gross revenue is $176K, a decrease of approximately $191K from the previous school year. Hongmei Du introduced the details of the budget calculation. After discussion BD greed that the financial budget for this academic year is calculated based on the annual online courses, and it is estimated that there will be a deficit of $26K this academic year. This budget will be the first version for this school year and the second version will be drafted after the beginning of spring semester.  It was also mentioned in the meeting that the school did not use the PCHS classrooms due to the pandemic in March 2020 but has already paid $13,400 for classroom rental. It is hoped that negotiation with PCHS to return the rent or issue written record for that credit can proceed. Yifan Liu is responsible for this work.  BD members unanimously approved the 2020-2021 school year budget. | All | Approved |