**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**: April 4th,2021, 2:00 PM-5:30PM

**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

 侯恬田（Tiana Hou）BD candidate

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| --- | --- | --- | --- |
| Topic | Discussion/Action/Decision | Responsible Person(s) | Status |
| Interview the BD candidates for the general membership, Self-introduction and Q&A. |  The interview meeting of the candidates for the 2021 Board of Directors of HXBG Chinese School election was held. This board meeting was open to all school members to observe via Zoom meeting.     First, directors Zhihong Wang and Yifan Liu introduced their nominated candidates Tiana Hou and Mona H.Wang ,explained their reasons for recommendation and their self-introduction. After entering the question and answer session, the two candidates gave their opinions on the questions asked by the Board of Directors. All two candidates passed the board interview. |  All | Passed |
| Final Review and approval of budget for academic year 2020-2021 | BD reviewed the school budget(updated) submitted by the School Administration for the 2020-2021 school year. Hongmei Du explained the details of the updated budget calculation. After discussion BD agreed 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 $28K this academic year. This budget will be the final version for this school year. BD members unanimously approved the 2020-2021 school year budget. | All | Approved |
| Fall 2021 re-opening plan | Through discussions of safety and careful consideration of the current public health situation, BD members have decided to prepare the school for a return to in-person learning for the 2021-2022 academic school year. Safety guidelines and consideration of future public circumstances will be evaluated as the date approaches. Yifan Liu and Mona Wang will communicate with PCHS and work with them on restrictions and safety guidelines. | All | Approved |
| Transfer “华夏博根中文学校义工群”群主 | According to March 24th, 2019 BD meeting minutes, this WeChat group is managed by the School Administration. The group leader is the Principal or his/her designee who can make any changes as needed. In this meeting all members of the board of directors confirmed the validity of this decision. Chaofang Wang is no longer the Principal of HXBG, so a transfer of the group leader to the current Principal or her designee is necessary. Yifan Liu will continue communicating with Chaofang Wang on behalf of the board of directors.P.S. Based on BD's suggestions, on 4/27 Zhaofang Wang changed the group name to 博根义工群. 博根义工群 is not a Wechat group under HXBG. | All | Approved |
| Proposal to appoint Zhihui Xu as the school's financial consultant | In view of HXBG's financial needs, Zhihui Xu's much financial and accounting work experience, and his guidance on school work, the president Yifan Liu proposed his appointment as the school's financial consultant, which will be voted on on May 15th, 2021. | All | Approved |