**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**: May 12, 2019, 9:30 – 10:30 a.m.

Location: Paramus Catholic High School,

 425 Paramus Road, Paramus, NJ 07652

Attendance Roster:

Board Member

王建锐 (Jianrui Wang), Chair

梅笑辉 (Xiaohui Mei), Secretary

杜红梅 (Hongmei Du), Treasure

李焰 (Yan Li)

何燕 (Yan He)

张元 (Yuan Zhang)

王朝芳 (Chaofang Wang)

王盛节 (Jessie Wang)

周翔 (Sean Xiang Zhou)

李丽 (Li Li)

陈国栋 (Guodong Chen)

王志红 (Zhihong Wang)

刘一帆 (Yifan Liu)

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|  Topic | Discussion/Action/Decision | Responsible Person(s) | Due Date |
| Officers Election | Following Officers were elected by the BD for 2019-2020 school year:* *President – Yuan Zhang*
* *Secretary – Yifan Liu*
* *Treasure – Hongmei Du*
 | All | N/A |
| Financial Regulations | The 2007 HXBG financial regulations were updated based on experiences gained in the past years. The financial regulations of headquarter and some other Huaxia Chinese schools were also taken into account during the update. The BD in principle agreed to the updated version presented by Hongmei and made following suggestions:1. The document should be verified by financial professional(s) before finalization and approval by BD.
2. BD should be notified in case of a major deviation from the previously approved budget, e.g., changes of rental, salary and bonus beyond certain limits (to be defined in % and/or amount).
3. The approved financial regulations are subject to further revision under motion of a majority of the Directors as per the Bylaws (Article V.E.).
 | Hongmei and all | N/A |
| School Administrative Staff | Due to time constrain this topic is postponed to the next BD meeting. | Chaofang | N/A |