

Chinese Professional Club 2015-2016
Minutes of the Fifth Officers' and Committee Chairs' Meeting
November 22, 2015

The fifth Officers' and Committee Chairs' meeting of the Chinese Professional Club was held on Sunday, November 22, 2015 at The Shanghai River Restaurant, 2407 Westheimer Road, Houston, Texas 77098. In attendance were:

Dr. Lillian Chan	Terry Chen
Faye Chin	Anita Dawson
Betty Fong	Cecil Fong
Jack Joe	Katharine Lau
Alice Lee	Peggy Lum
Annie Mak	Allan Tang
Dr. James Tang	
Guest: Alice Lee	

1. The meeting was called to order at 2:15p.m. by Katharine Lau, President.
2. The Committee gave unanimous approval of the minutes of the October 10, 2015 meeting.
3. Treasurer's Report: Treasurer Allan Tang reported to the Committee that there is a balance of \$13,573.59 at the Amegy Bank checking account. There were three checks written for a total of \$710. that remains outstanding. There is a check for \$460 from the Medicare presentation that has to be deposited.
4. Jack Joe reported that there is one new regular member added.
5. Dr. James Tang reported that the golf scramble had to be postponed several times due to inclement weather. It was finally held on Saturday, November 7. There were 40 players making up a total of 10 teams. The tournament was shortened to a 9 hole rather than the 18 hole as planned. This year for the first time, the scramble raised a record \$3,645 net of expenses for the scholarship fund. One of the key income generator was the hole sponsors which brought in \$1,800. A big thank you to Betty Fong, Thy Doan, Allan Tang, Bill Wong Tim Toy, Steven Toy, and John Tsai who are all members of the golf committee. Last but not least Dr. James Tang needs to be congratulated for running such a successful golf tournament.
6. The second of the Lecture Series was held on Thursday, October 29 at Yao's restaurant. Karin Dunn was the presenter and her topic was on the basics of the Medicare program. There were 4 tables and the event netted \$460 for CPC. Peggy Lum submitted a receipt for \$23.80 for flowers provided to the speaker.
7. The Lecture series continues with the following presenters:
 - a) Yuen Yee Ma's presentation on Financial Planning is scheduled for Thursday, December 3. The venue will be at Sinh Sinh Restaurant on Bellaire. Annie Mak was able to persuade the owner to provide CPC with dinner at about \$250 per table (all inclusive). To date, there are approximately 25 attendees.
 - b) Peter Chang M.D. The topic will be heart health and will be scheduled later.
8. Anita Dawson, Chairperson for the Scholarship Committee reported that the scholarship submission deadline was November 2. The Committee received 42 applicants. Completed evaluations from the reviewers are anticipated to be received by November 27. She will summarize the scores and

interviews are set for January 2, 2016. No makeup interviews will be given. The results will be submitted to the Trustees for their approval on January 9, 2016. Jack Joe requested that headshots of all scholarship recipients and a photo of the Scholarship Committee be provided to him as soon as the recipients are confirmed.

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. The replies are being sent to Dr. James Tang and to date, there has been only one positive response.
 - 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. This includes the messages from the President and the honorees.
 - The invitations had to be redone due to an error on the location of the event and the reply envelopes did not have the address imprinted on it. Jack Joe will address these two issues with the printer and have been authorized to spend up to \$200 for reprinting the invitations. The reply envelopes were the printer's error.
 - A budget of \$500 has been established for the awards plaques. We need 4 plaques for the award recipients.
 - Katharine Lau will design the invitation and the cover of the program.
 - Peggy Lum has ordered 600 decorative "fortune cookies" at \$1. each. She only needs to purchase the boxes to hold the fortune cookies to complete the party favors.
 - A budget of \$10 was established for table decorations. Betty Fong has asked Wells Fargo Bank to donate "Monkey Banks" for table decorations and she has been told the bank will make a decision by the first week of December on whether they will be able to fund the donation.
 - 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.
 - Name badges will be needed for all the scholarship recipients and honorees.
 - A press release will be sent out.
 - Representative from the "Yellow Magazine" has agreed to participate in our Gala.
 - Faye Chin has agreed to assist in doing the food tasting for the Gala. She will contact the hotel's new representative, Laura Morales and arrange for the tasting.
 - The use of "Piggy Banks" with surprise money in them to solicit more money for the Gala was discussed. The decision to do it was postponed for another meeting.
 - Dr. Lillian Chan will procure the flower bouquets for the honorees' wives and for Rogene Calvert.

- Annie Mak has contacted various martial arts studios but none will come perform for less than \$500. Recommendation was made to hire the Chiu Chow Martial Arts studio to do a 15-20 minutes presentation that would include four lions with over 20 participants.
 - Raffle prizes so far includes the airline miles that can be exchanged for an airline ticket, gift cards, and a potential casino stay from L'Auberge.
10. The smaller blue banner has been located; Dr. James Tang has it. The larger red banner is with Betty Fong.
 11. The Committee agreed to consider sponsoring or co-sponsoring the presentation of a documentary produced by a Chinese businessman who after bankruptcy went back to his hometown in China. Suggestion was made to contact the Asia Society for co-sponsoring this so that it could be shown in their theatre.
 12. The next meeting date will be determined after Katharine Lau contact Jackie Leong to solicit a date when she can attend.
 13. There being no other business, the meeting adjourned at 3:30p.m.

Faithfully submitted,
Terry Chen
Secretary