Chinese Professional Club 2014-2015

Minutes of the Seventh Officers' and Committee Chairs' Meeting

March 22, 2015

The seventh Officers' and Committee Chairs' meeting of the Chinese Professional Club was held on Sunday, March 22, 2015 at the Fong residence at 12054 E. Circle Dr., Houston, Texas 77071. In attendance were:

David Cao	Terry Chen
Faye Chin	Betty Fong
Cecil Fong	Lillian Chan, MD
K.S. Chan	Anita Dawson
Irene Joe	Jack Joe
Katharine Lau	Allan Tang
James Tang MD	

1. The meeting was called to order at 2:50 p.m. by David Cao, President.
2. The Officers and Committee Chairs all expressed their appreciation to the two Gala Committee chairs, Faye Chin and Katharine Lau for the successful event. A big thank you was also expressed to Betty Fong, Irene Joe, and all the other members who helped in making the event such a success.
3. The Committee gave unanimous approval of the minutes of the February 8, 2015 meeting.
4. Treasurer's Report: Treasurer Allan Tang reported that there was $58,659.45 in the CPC account as of March 21, 2015. There are several outstanding checks and two other deposits that remain to be processed. The Westin Oaks invoice for the Gala totaled $24,461.93. A complete accounting of the Gala has not been completed but will be done before the April 12, 2015 Appreciation Dinner.
5. The Appreciation Dinner has been set for Sunday, April 12, 2015 at Ocean Palace Restaurant. The event will start at 6p.m. Cost for the dinner is set at $15 for members and $20 for non-members but payment must be made before April 7, 2015. Late responders and those who pay at the door will be charged $5 more which means that members will have to pay $20 and non-members will have to pay $25. Dr. Lillian Chan was asked to negotiate the menu and food pricing with Ocean Palace. The price range CPC was willing to pay was between $250 and $300. At this price range, CPC will stay have to subsidize the cost for each table. It is anticipated that approximately 8-10 tables will be required.
6. Jack Joe will update the directory. Centerpoint Energy has again volunteered to print 250 directories for CPC at no cost.
7. K.S. Chan will send out the invitations and RSVP cards for the Appreciation Dinner. Jack will coordinate with K.S. Chan with regards to the mailing labels, etc. The RSVP will be sent back to Betty Fong
8. K.S. Chan will send out the nomination ballots for the Officers of CPC for the 2015-2016 year and the ballots will be returned to Dr. Lillian Chan for her accounting.
9. Gala Recap:
   - A total of 30 tables were sold with about 308 attendees; not all tables had 10 attendees.
   - A final accounting will be done by the Treasurer and presented at the Appreciation dinner.
   - Faye Chin advised the Committee that CPC should consider using the 'Plaza Ballroom' at the Westin Oaks next year because the cost for using the ballroom is much lower; the minimum is only $15,000. The ballroom has been recently renovated and should accommodate the 300 or so attendees that are anticipated.

    − Katharine Lau will send out the Thank You notes to all the sponsors and those who purchased tables.

10. The Miss Chinatown pageant will be held on Saturday, July 25th at the J.W. Marriott Hotel. CPC has always sponsored a table at this event.

11. Membership Update: A total of 15 new members were added in 2014 and 4 new members were added in 2015. In addition, the 13 scholarship recipients were given a one year membership in the CPC.

12. Nominating Committee: Three of the four officers have been ascertained: Katharine Lau-President, Allan Tang-Treasurer and Terry Chen-Secretary. A vice –President needs to be nominated. Possible candidates include Susan Louie, Jonas Chin and Jackie Leong. They will be asked to see if they have any interest in running for that position.

13. The Quarterly newsletter will be sent out in May. The content will at a minimum include the Gala, Appreciation Dinner, and the incoming President's message.

14. There being no other business, the meeting was adjourned at 3:50p.m.

Faithfully submitted,
Terry Chen
Secretary