**CCCA Student Commission August Meeting Minutes**

*General Information*

Location: Westlake Village Civic Center in the Large Community Room

(31200 Oak Crest Drive, Westlake Village, CA 91361)

Date: Sunday, 8/28/16

Time: 4:00 P.M. – 6:00 P.M.

Attendees:

* Student Commissioners:
  + Kevin Chen 3
  + Andy Jin
  + Kyle Lee
  + Alyssa Li 3
  + Andrew Yang
  + Benjamin Yang
  + Connie Ye 3
  + Katelin Zhou
  + Victor Zhou
* Interns:
  + Matthew Wimberley 3
  + Jane Zhang
* Guest Student Commissioners:
  + Kevin Yu
  + Evelyn Zhai
* Adults:
  + Mrs. Jin
  + Irwin Kir
  + Mrs. Lee
  + Sun Li
  + Mrs. Yang
  + Mrs. Ye
  + Mrs. Yu
  + Mrs. Zhai
  + Mrs. Zhang
  + Mrs. Zhou

Absentees:

* Student Commissioners:
  + Vikkie Jiang
  + Michelle Chen
  + Tian Ye
* Adults:
  + Mrs. Chen
  + Mrs. Ye
  + Mrs. Li
  + Mrs. Wimberly
  + Wen Chien
  + Lana Shiu

Minutes Recorder: Kevin Yu

*Agenda*

1. **Feedback on the CVSD Summer Camp Chinese Cultural Events at Earths Elementary School on Aug. 5 and Madrona Elementary School on Aug. 8 – Ben**
   1. We reiterated the goal of this activity, which was to bring greater cultural awareness to our local community.
   2. Event went smoothly. At each station, the kids were noticeably engaged and interested in their activities.
   3. The reporters who came from the Thousand Oaks Acorn, Ventura County Star, and School District spoke positively about us in their articles, believing that our event indeed helped to bring greater cultural awareness.
   4. Some kids in the back of the room, however, felt somewhat left out.
2. **New Year Celebration (2/16-2/18) – Andy**
   1. Many commissioners seemed to favor collaborating on a dance and choreographing this performance.
   2. Some members proposed having a talk show, which has been done in previous years.
3. **Westlake city celebration – Kyle**
   1. This event takes place on October 15th
   2. This year marks the 24th annual Westlake City Celebration.
   3. Takes place between 5:00 P.M. – 5:40 P.M.
   4. All students who are interested in this event should email Kyle at [kylel00012@yahoo.com](mailto:kylel00012@yahoo.com) with any questions or concerns.
4. **Mock interview – Ben**
   1. Seniors at the meeting were asked if they would like to conduct a mock interview.
5. **Standard Operating Procedure (SOP) Discussion – Ben** 
   1. Positions were modified to Chair, Vice Chair, Secretary, and Treasurer.
   2. The Deputy and Associate positions were replaced by Secretary and Treasurer.
   3. This is to ensure greater clarity so that future board members may better understand, before they run, what their specific roles would be should they be elected.
6. **Logo** 
   1. It was agreed that the logo still needed to express the deeper meaning of the student commission’s goals.
   2. Commissioners discussed the Amazon logo as an example of a good logo. The Amazon Logo includes a smile to represent friendly service while also referencing organization by going from “a” to “z.” This reflected the deeper meaning that the Amazon logo represented “service with a smile.”
7. **Discussion – Ben**
   1. Discussion on qualities of a good leader.
      1. Integrity: a leader must be honest, but should know the right time to say the right thing. In other words, they should not state something when it is inappropriate, even if it may be honest.
      2. “A leader should be real” – they should be realistic and approachable by their fellow coworkers. They should not act as though they are above their coworkers; rather, they should be seen as equals who may be talked to.
      3. Decisive – a leader should be able to make decisions that guide his or her coworkers on a successful path.
8. **Team building exercises/Closing**
   1. *Name*: Icebreakers
      1. *Objective*: Foster friendship among the student commissioners by increasing knowledge of fellow commissioners.
      2. *Description*: All commissioners shared their names and an unique fun fact.
      3. *Detail:* Andy Jin performed a magic trick involving mathematics, in which he correctly guessed a missing digit from within six digit numbers that were obtained through multiplication.
   2. *Name:* Reflex game
      1. *Objective:* The goal was to see who could grab the water bottle at the other end the fastest. This game focused on building trust among the Student Commissioners.
      2. *Description:* two teams were made among the attendees. The opposing teams stood on opposite sides of a table and held hands. All players except two players at one end closed their eyes. At this end, one person flipped a coin, and if the coin landed on heads, the two players at the end would squeeze the hand of the next player. This squeeze is transferred down the line to the end, where the player at this spot tries to grab a water bottle as quickly as possible.
      3. *Detail:* Ben Yang played the role of the coin flipper, so he was not included in either team. Each team had 6 players, and rotations occurred every round.
   3. *Name:* Simon says
      1. *Objective:* Reinforce a sense of friendship by having commissioners participate in a fun game.
      2. *Description:* One player assumed the role of “Simon.” This player gave out orders, and only orders beginning with “Simon says” were permitted to be carried out. Those who carried out orders not beginning with this phrase were eliminated from the game.
      3. *Detail:* Kevin Chen played the role of “Simon,” so he gave out the commands that were intended to trick or confuse players.
9. **Closing (Ben)**
   1. Closing comments:
      1. Next meeting will be held on October 22, from 2:00 P.M. to 4:00 P.M.
   2. The closing coincided with the end of the Simon Says game.
   3. Tables and chairs were folded and organized.