**CCCA Student Commission October Meeting Minutes**

*General Information*

Location: Westlake Village Civic Center in the Large Community Room

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

Date: Saturday, 10/22/2016

Time: 2:00 PM – 4:00 PM

Attendees:

* Student Commissioners – Connie, Ben, Michelle, Tian, Kevin C., Victor, Jane, Andy
* Interns – Jane
* Guest Student Commissioners – Kevin Y
* Adults – Lana Shiu, Wen Chien, Li Sun, Hao Chen, Yan Cheng

Absentees: Vikkie, Matthew, Katelin, Alyssa, Kyle, Andrew, Evelyn

Minutes Recorder: Connie Ye

*Agenda*

1. Meeting master’s opening by **Andy**

* The CVSC offered a collage mock interview and the essay discussion for the senior students on Oct. 4.
* Scholarship announcements:
	+ The CCCA scholarship: $300 to $400
	+ The Pekney Scholarship for the JA company alumni: $1000

2. Supervisor’s welcome by **Wen**

* Told jokes about how to differentiate an authentic or a fake Chinese woman and the reasons for not having a Chinese American president.
* Announced the HRL newly opened field trip for 13 to 18 years students who are interested in science and technology. HRL Laboratories in Malibu, CA will host 6 groups per year.

3. The CVSCs’ expected conducts by **Ben**

* Promptly respond to the CVSC correspondence.
* Be on time, be presentable, and be positive.
* Sent meeting excuse to the Supervisor and the Chair.
* Correspondence outside the CVSC and regular meeting minutes need to be reviewed by the Supervisor.
* Activities proposed to the CVSC by any organization need to acknowledge the Supervisor.

4. Annual budget report by **Michelle**

* Reported the CVSC annual budget of $860.

Total budget: $500 from CCCA + $450 X 0.8 from Sabrina Ho American Express = $860

20% deduction: 10% for CCCA administration fee, 10% for CCCA scholarship

* Delegated the snack master to the room mom, Li Sun.
* Consented to combine the senior farewell party with the new applicants’ acquaintance party.
* Agreed to spend ~$400 to purchase a projector either on Black Friday or Cyber Monday. Tian will be responsible to buy one.
* Mentioned the potential fundraising methods.

5. Chinese Cultural EXPO 2016 11 am to 4 pm on 11/5/2016 by **Michelle**

* Will host a CVSC booth at the Chinese Cultural EXPO 2016.
* Will communicate with the TOCS PVA president.
* Will recruit the student volunteers to support the event.

6. CCCA Xmas party from 6:30 to 9:30 pm on 12/17/2016 at Los Robles Greens Golf course (299 S Moorpark Rd): need 6 students for babysitting.

* Childcare lead: Jane

7. CVSC online conference/promote CNYP 2017 online: by Kevin Chen**.**

* Nominated Kevin to be the lead.
* Nominated Victor to make the video.
* Proposed to download the video to YouTube.
* Proposed to create a channel for the CVSC.

8. Proposal selection criteria by **Tian.**

* Tian will incorporate the following suggests and revise the form.
	+ Victor: Make the 2nd box smaller.
	+ Connie: Take out “sign” box.
	+ Ben: Make description box larger.
	+ Michelle: Break down resource box into several smaller components.
* Proposal approval criteria:
	+ Supported by eight student commissioners plus supervisor

OR

* + Supported by twelve student commissioners

9. The CVSC Civic Engagementby **Andy on behalf of Katelin.**

10. Should we make a dial in system for the meetings? by **Lana**

* Lana: Suggested that we should make a dial in system because it will allow parents and absent students to participate, even if they’re busy. Also, it may remove the problem of parent presence inhibiting the conversations.
* Ben: If the students are absent, it’s usually for a good reason, and they might not be able to dial in.
* Overall decision was to give the system a try.
	+ Kevin C. has a microphone that can be used for the audio.
	+ Tian will do research on which application to use (Google Hangouts, Skype, Discord, webFX).

**Break for 10 minutes.**

11. The Comedians in Action **by Andy.**

* Jane: Seagull joke.
* Andy: Robber joke.
* Kevin C: Politician, antiques dealer joke.
* Victor: Squire joke, genie/demon joke.
* Tian: Goldilocks conspiracy theory.
* Connie: teddy bear, snowman joke.
* Michelle: mother, gambler joke.
* Kevin Y: conductor joke.

12. The three funniest comedians, Michelle, Andy and Kevin Y, were awarded with a treat.

Closing by **Lana, Li and lead by Andy**

* Lana: Essay tips.
	+ Use a compelling opening with sensory details to interest the reader.
	+ Best essays are the ones that make the reader remember it.