

**Asian Association of Utah**  
**Executive Council Meeting**  
**October 15, 2019 – 5:30 pm to 7:00 pm**  
**AAU Building, Salt Lake City**

**I. Attendance:**

- a. Attendees: Judge Michael Kwan, Chair; Eunice Jones, First Vice Chair; Sulistiani Kathol, Second Vice Chair; Heru Hendarto, Treasurer; Hubert Huh , General Board Member; Shu Cheng, Executive Director; Andy Tran, Chief Program Officer; Randy Mehl, Chief Financial Officer; and Yen Pham, Accountant.
- b. Excused: Marlene F. Gonzalez, Secretary and General Counsel.

**II. Judge Kwan** welcomed everyone to the meeting.

**III. Executive Director's report:**

- a. Department of Justice, 3 years of services for minors who are trafficking survivors. The total amount for 3 years are \$533,204.
- b. Wimmer Law has been recommended to review the swingway easement agreement from Block 67 construction project, north of AAU building.
- c. New Board member orientation is set for Chanda Chuon on October 16, 2019.
- a. Shu will be out of office from November 1-19, 2019. The next Board meeting is set on Tuesday, November 26, 2019.

**IV. Financial Report:** Randall went over AAU's Profit & Loss Statement and Summary Balance Sheet ending Sept 30, 2019. Basically, our financial position is the same last couples of months ago. Judge Kwan suggested to prepare the financial statements showing the monthly comparison so the Board can see the difference month by month for quarterly. We have a new grant coming in but there is no new expenditure yet.

**V. Andy** updated the Board the program activities during Sept. 2019: We got a three years grant for victims of minor trafficking. We originally asked for \$499,999 but Federal gave us \$533,000. So Andrea and I were meeting to readjust our narrative, our goals and objectives to account for \$33,000 difference. Now we are just putting together application for Salt Lake County and Salt Lake City grants. There is a potential funding through Riverton High School. 2200 students get involved in providing the community services and they get paid to do that. They raised over a million dollars and they choose agencies to donate monies. They called us and we will do presentation tomorrow of what programs our Agency is doing, basically we focus on our afterschool programs, mental health treatment services and human trafficking.

- VI. The Board went over the Minutes for EC meeting on Sept 24, 2019. Eunice motioned to approve the Minutes. Heru seconded to approve the Minutes.
- VII. Judge Kwan agreed to shift the location for 2020 Census meeting from AAU building to the Sunnyvale location due to there is Jazz game tomorrow because we are going to lose the revenue for parking. It is two-hour agenda. We will give an introduction to the census, Ze will treat about the County efforts, we are going to brainstorm some ideas for the community leaders and then we're going to break up in a small group so they can build a plan for their community. Then we'll talk about the grant application process. The grant due on November 08, 2019. We would ask for about \$125,000.
- VIII. **Board Self Evaluation:** Judge Kwan sent everyone an email about it. Everyone needs to fill out the forms and get it back to Judge Kwan by November 01, 2019 for full Board evaluation.
- IX. **Board Recruitment:** Eunice updated the Board that Leslie Nuon would like to serve on the Board and represents for Cambodia community together with Chanda Chuon. We are in the process to arrange a new board member orientation for Leslie.
- X. **Other businesses:**
- b. Westminster Story Mountain Project is hosted by a Chinese professor from Westminster College. If refugees or immigrants has some stories that incorporates the mountains into their stories. Andy will connect the professor to Judge Kwan.
  - c. It is a time to renew the background check for all of Board members. All were expired. Yen filled out the forms for all. The Board member just needs to answer a few questions, sign and date it. We probably can use the old fingerprint cards that stored on Department of Health and Human Service's database system.
  - d. Renewal of AAU group health insurance for 2020: Yen presented the Board the current plans and renewal plans with different options for the Board to evaluate. Our insurance broker informed us that if we were to stay on our current plan for FY 2020, the agency will be incurring an 11.40% increase in overall cost. This increased cost is significantly higher than we had anticipated. The average increase in other nonprofit of our size is about 3%-4% according to Beehive Insurance. After careful consideration, the Board of Directors have made a decision to make changes to our insurance plan. AAU will move to a HSA Health Insurance plan 2500, with an option for staff to stay with the traditional plan Blue Point 1500 but staff will be responsible to cover the difference in cost. The Board motioned to approve the health insurance renewal.

*Meeting adjourned.*