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John Naranja
Uyen-Sa Nguyen
Anil Saigal
Kimberly Truong
Ying Wang

Interim Executive Director
Jenny Chiang

Meeting Minutes
Wednesday, April 11, 2018 at 4:30pm to 6:00pm
Transportation Building, 10 Park Plaza, 2nd floor, Boston, MA 02116

Absent Commissioners are highlighted and remote participants are indicated by an asterisk*. Quorum was reached by attendance.

1. Accepted previous minutes for March 2018

2. Executive Director and Executive Committee Report (Jenny & Wingkay, 15 mins)
   - Motion to allot budget of up to $1000/year for Directors and Officers insurance – motion passed
   - AAC will add a line item for D&O insurance
   - Wynn diversity plan – AAC plans to comment

3. AAC signature authority (Wingkay, 5 mins)
   Deferred for subsequent discussion

4. Salary action for ED (Wingkay, 10 mins)
   - Motion to change interim title to permanent position – motion passed
   - Motion to increase salary retroactive at 90 day to $46,000 - motion passed
   - Motion to hire contractor for next 2 months up to $4,000 until June 30, 2018. EC to develop job description. - Motion passed

5. Commissioner reimbursement (Wingkay, 10 mins)
   Deferred for subsequent discussion

6. Review attendance policy (Wingkay, 5 mins)
   Deferred for subsequent discussion

7. Unity Dinner Updates (Chung & Pralhad, Co-Chairs, 20 mins)
   Program schedule:
   - Nina will help confirm with appointing authorities
   - Schedule for Nam Pham to speak after Secretary of State
   - Vira will provide year in review

Unity Dinner gifts:
- Charlie Wang agreed to donate a 7th painting for auction
- Ying will send out design options
- Gifts will go to 3 awardees and keynote speaker
- Vira will develop writing for awards unique to recipients

Sponsorship
- Need to follow up with past attendees
- Sponsorships are currently behind
8. Subcommittee updates (if any): max time 3 mins each
   - PR/Legislation (Loan, Chair)
   - Finance/Admin (Mabel, Chair)
   - Health and Human Services (Elisa, Chair)
   - Young Leaders Symposium (Nina, Chair)
     - YLS will begin meeting in the next month
     - Kim Truong will be co-chair
   - Economic Development (Gilbert, Chair)

9. Old Business (5 mins)
   - AAC Tax Filing – Deferred for subsequent discussion

10. New Business (5 mins)
    - Intern to start immediately
    - Currently reviewing intern candidates for the summer

11. Next Commission Meeting: Every second Wednesday, May 9

12. Community Updates & Meeting adjourned