

COMMITTEE MEETING MINUTES

Committee: YHALE Operations/Facilities Committee Meeting

Meeting need not be verbatim. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
8/26/25	12:07PM	1:28PM	9/23/25	Noon	Lyn Carden
Meeting Location:					
YHALE					
Attended by:					
Emile Hanam Susan George Ji Ma Anthony Chung Tomiko Park			Lyn Carden (virtually)		
Highlights:					

CALL TO ORDER

I. Committee Update – No update

II. New Business –

- Social media – The committee discussed the benefits and challenges of social media and the school’s approach.
- Enrichment
 - i. Fee’s – The committee discussed fees the school is charging for the time between school and enrichment. Ms. George discussed a memo she sent to parents. The committee agreed any changes to the fees would need to be considered for 2nd semester.
 - ii. The committee discussed security measures for the end of the enrichment classes.
- Playground – Ms. Ma reported
 - i. She presented 2 vendors for playground equipment. The committee discussed pricing. The committee discussed timing of equipment installation
 - ii. Artificial Turf – The committee discussed options including artificial turf versus mulch. Mr. Ramos is getting prices for artificial mulch to present at the board meeting.
 - iii. Current hazards – The committee discussed the sprinkler heads and a plan for covering them up. The committee discussed a hazard on the fence.
- Marketing Plan
 - i. The committee discussed a marketing plan. Mr. Chung asked Ms. Ma to work with the marketing coordinator.
- Annual Fundraising
 - i. The committee discussed a strategy for a fund-raising committee. They discussed target and timing. They agreed that this year’s fund raising should focus on partnerships and participation.

III. Old Business

- Car Pool Plan – Ms. Ma presented a proposed car pool plan. The committee discussed next steps.
- Enrollment Update – Mr. Chung provided an enrollment update. They discussed the enrollment challenges of the Korean track. The committee talked about the enrollment structure.
- Phase II Update – The committee discussed the costs of the air conditioning replacement and the return of weekly construction calls.

IV. Reporting Update

- SCSC Monitoring Handbook – Ms. Carden reported the school was still waiting on the monitoring handbook.

V. Next Meeting Date – September 23, 2025

ADJOURNMENT – 1:28pm