



Mayor's Asian American Advisory Board

Behavioral and Human Services Division
1809 Art Museum Drive, Suite 100, Large Conference Room
Monday, October 4, 2013 at 6:00 PM

Minutes

Board Members Present: Sophal Archard, Ed Callao, Radwan Chowdhury, Jay Gogaliya, Bala Govi, Mai Dinh Keisling, Do In Kim, Johnnetta Moore, Sunyoung Providakes and Rajat Sharma

Board Members Excused: Lorelie Papel and Dr. Jasper Xu

Board Members Unexcused: None

Prospective Members/Guests/Volunteers Present: Palash Chowdhury and Wen Raiti

Ed Callao called the meeting to order at 6:05 p.m.

I. Pledge of Allegiance

Introductions made around the room.

II. Rebecca Zeigler – Professionalism While Serving on a Board

Ms. Rebecca Zeigler gave a presentation on *Professionalism While Serving on a Board*.

III. Approval of August 12 and September 9, 2013 Minutes

A motion was made by Radwan Chowdhury to approve the August 12, 2013 minutes, Jay Gogaliya seconded, and the motion was passed with changes.

A motion was made by Radwan Chowdhury to approve the September 9, 2013 minutes, Jay Gogaliya seconded, and the motion was passed with changes.

IV. Committee Updates

Membership Committee

Wen Raiti was unable to stay for the whole meeting; therefore, the Board will consider the request for membership at the next meeting.

Jay Gogaliya stated per Office of General Counsel (OGC) that the vote from last meeting for new members would require a new vote by the Board. Johnnetta Moore stated that OGC said the Board could re-vote but the process is that both new potential member names be forwarded to Mia Jones with the Board's decision. Included in the email should be the reasons why the member(s) voted no. The information will be forwarded to the Mayor's office for final decision. Mr. Gogaliya stated both applicants were forwarded to the Mayor's office. Ms. Moore said the Membership Committee should email the Chair and the Chair forwards to Mia Jones and copy Johnnetta Moore.

Any correspondence or Board business must go through Johnnetta Moore. As liaison to the Board, Ms. Moore is responsible for the business of the Board. Ms. Moore will forward items through the chain of command unless asked to review. The chain of command is the Chair, Ms. Moore and then the Mayor's office. Items can be forwarded to the Mayor's office as long as the Chair and Ms. Moore are copied.

Radwan Chowdhury suggested that this information should be put in the by-laws or be a policy that is adopted by the Board to avoid misunderstandings. Ms. Moore stated this is why training is being provided and suggested a Board Retreat. At the Retreat, policies and procedures can be discussed and perhaps potluck. Mai Keisling suggested discussion of the Board's Mission, Purpose and Vision statements and also to have updated membership lists. Kim Do suggested a new member's handbook discussing the By-Laws, organization, and events be established. Mr. Do also requested everyone to forward him his or her input.

The MAAAB Retreat will be held on Monday, December 9, 2013 at Behavioral and Human Services office (1809 Art Museum Drive) from 4:00 p.m. to 7:00 p.m. Food will be provided by Ed Callao.

V. TRIO Update/Banner

TRIO update has been tabled due to Lorelie Papel's absence. Ed Callao stated that an email was sent to TRIO in regards to the banner and has received no response. Mr. Callao said that the next step would be for him to stop by.

VI. Leadership Forum

Ed Callao stated the Leadership Forum has not met but will email committee members to set a date.

VII. Other News, Announcements, Comments

Mai Keisling stated the Duval County will no longer have FCATS. There will be meetings held on October 21 and October 25, 2013 in regards to the new curriculum standards. Ms. Keisling will forward the flyer to the Board.

Ed Callao reminded everyone the Filipino Pride Day will be held on Saturday, October 19, 2013 at the Landing starting at 7:00 am.

Radwan Chowdhury commented the City has updated policies on renting City owned space. If your event is \$500 or less, it is handled through Parks. If the event is \$500 or more, it goes through Special Events. Deposit is charged when event is approved. There is a three day window to sign contract and then pay 50% of event fee.

VIII. Public Comment

No public comment.

IX. Meeting Adjourned

Radwan Chowdhury made a motion to adjourn, Jay Gogaliya seconded, and motion carried. Meeting adjourned at 7:35 p.m. Next meeting will be held on November 4, 2013.