

Minutes of the Meeting: FAAPVI Monthly Board Meeting – June 12, 2025 –

DATE AND LOCATION: June 12, 2025 7pm via Zoom

ATTENDEES:

Melizza Inocencio
Jun Pioquinto
Rocechel Cook
Jocelyn Forral

Lorelei Hosmillo
Nila Janson
Ramon Canilao
Shirley Antiporta

Lorena Pioquinto
Amada Sison
Kristina Enriquez

I. Call to Order & Opening Prayer (Jun P.)

President Jun called meeting to order and said opening prayer. His opening remarks expressed gratitude for members’ dedication and volunteerism. He screen-shared the agenda to all present in the meeting. Additions to agenda: FAAPVI Scholarship, Amerk Travel Sponsorship, Philippine Airlines Sponsorship, fall after-school program.

Motion: Lorelei moved to approve the agenda as shown with the suggested additions. Seconded by Doreene.

Vote:

Unanimous vote by all present.

Motion to approve agenda with the suggested additions is passed by majority vote.

II. Approval of Previous Minutes

Secretary Doreene E. submitted minutes of the last meeting conducted on May 8, 2025.

Motion: Chel C. moved to accept minutes as provided. Seconded by Melizza.

Vote:

Unanimous yes vote to accept minutes by all present, no “nay’s”.

Motion to accept submitted minutes was carried by majority vote.

III. Reports

President’s Report

- Overview of ongoing programs since April: Cultural Immersion Program including language/culture classes, culinary arts, craft workshops, self-defense, music, and cultural dance workshops.
- Thanks were extended to Lorelei for leading the immersion program and to all volunteers and board members.
- Young Princess coronation and participation in Junior Rose Festival highlighted as successes.
- Building maintenance ongoing: thanks to Ramon and volunteers for landscaping and repairs.
- Membership database update: digitalization of records underway with help from My Own Eva. Members asked to help update contact info.

- Social media and Facebook presence growing, with photos and updates promoting organizational activities.
- Organizational harmony noted and commended.

Treasurer’s Report

<u>Beginning Balance:</u>	<u>\$42,264.39</u>
Net Cash Flow	\$5,089.18
<u>Closing Total Balance:</u>	<u>\$47,353.57</u>

No major updates; invoice received for the next immersion program payment.

IV. Event Reports

July 4th Picnic (Ammie)

Budget discussion: \$3,000 requested by Ammie for entertainment, food, games, supplies, and contingency.

Motion: Ammie S. moved for FAAAPVI Board to approve a \$3,000 budget for the FAAPVI 4th of July Picnic. Seconded by Lorelei.

Vote:

Unanimous yes vote to approve budget by all present, no “nay’s”.

Motion to approve \$3,000 budget for the 4th of July Picnic was carried by majority vote.

Logistics: Members asked to consolidate supplies at the center for easier transport; Melizza volunteered to bring ice; needs coolers to put transport ice.

Veterans & Calendar (Nila)

Nila will gather veterans’ families on July 4 picnic, will have soliciation letter prepared for calendar sponsorship.

Children’s Party (Melizza)

Melizza will have 2024 Royal Court and & Sima help. Party will be similar to last year’s event.

V. Committee Reports

Building Report (Ramon)

Building and grounds maintenance ongoing; more renovations planned. He is awaiting Home Depot Credit Card for supplies. He also mentioned it’s difficult to find time to work on FAAPVI building these days.

Website (Doreene)

Website is being updated.

Facebook & Social Media (Lorelei)

Facebook followers have doubled since immersion program launch (now 609). Members encouraged to follow and promote the FAAPVI page.

MyOwnEva (Jun)

They will assist with membership updates and communications; contract pending finalization. Will support online promotion and secretarial tasks.

VI. Old Business

World Beat Festival June 28–29, 2025 (Lorelei)

Booth reserved; sponsor (Ayala Land) banners to be displayed. Photobooth and volunteer shifts planned, outreach to members for participation.

Health & Wellness Fair August 2, 2025 (Lorelei)

Venue: Lorenzen Center, Legacy Emanuel.

Budget proposal: \$3,450 initial expenses for stipends, food, promo, and materials.

Sponsorships: \$2,000 from Multnomah County confirmed; more pending.

Motion: Lorelei H. moved for FAAAPVI Board to approve a \$3,450 initial expense for the August 2 Health Fair targeting general public & AAPI community. Seconded by Melizza.

Vote:

Unanimous yes vote to approve initial expense cost by all present, no “nay’s”.

Motion to approve \$3,450 initial expense for the August 2 Health Fair was carried by majority vote.

Philippine Ballet Theater Event Sunday October 19, 2025 (Lorelei)

- **Projected Total Cost:** Estimated at \$45,274 covering venue rental, artist fees, accommodations, transportation, marketing, materials, and miscellaneous expenses.
- Venue quote for 250 seats: \$5,074; full capacity up to 520 seats possible (\$45,922)
- All-inclusive package from the PBT producer includes 25 dancers, artistic and technical staff, meals, and logistics.
- Additional anticipated costs: hotel accommodations (negotiated for 3 nights, 10 rooms), chartered transportation, marketing (including potential TV spots and press releases), photographer, event materials, and volunteer support.

Motion: Lorelei H. moved for FAAPVI Board to approve a \$3,000 initial expense for the Philippine Ballet Theater event on October 19, 2025 at the Reser Center, to cover a \$1,000 venue deposit, \$1,000 for materials, and \$1,000 for marketing. Seconded by Melizza.

Vote:

Unanimous yes vote to approve the motion by all present, no “nay’s”.

Motion to accept \$3,000 initial expense for the Philippine Ballet Theater event was carried by majority vote.

The motion includes authorization to proceed with the project and form a dedicated planning committee.

- A planning and logistics committee will be established immediately to oversee all aspects of the event, including:
 - Venue and contract negotiations.
 - Artist and production coordination.
 - Marketing and sponsorship outreach.
 - Ticketing, pricing strategy, and revenue management.
 - Volunteer recruitment and management.
 - Development of clear operational guidelines and risk mitigation plans.
- **Risks & Liabilities:**
 - Board members discussed the significant financial risk associated with a \$45,000+ project, including the possibility of not meeting revenue targets and the organization's liability for any shortfall.
 - The need for contingency plans was emphasized, including seeking venue discounts, securing sponsors, and setting clear withdrawal deadlines to minimize financial exposure.
 - **Sponsorships & Revenue Projections:**
 - Success of the event is contingent on securing substantial sponsorships from corporate, community, and arts patrons.
 - Sponsorship tiers (e.g., \$15,000, \$10,000, \$5,000, \$2,500) will be offered, with benefits such as logo placement, event mentions, and promotional opportunities.
 - Ticket pricing will be carefully calculated to balance accessibility and revenue needs, with consideration for VIP and general admission tiers.
 - The importance of early and aggressive marketing—including press releases, social media campaigns, and outreach to both Filipino and mainstream audiences—was stressed.
- **Contracts & Guidelines:**
 - The board underscored the necessity of clear, written contracts with both the venue and the Philippine Ballet Theater, detailing payment schedules, deliverables, and cancellation terms.
 - All financial and logistical commitments must be documented and approved by the committee and board before execution.
 - The committee will also develop guidelines for potential partner organizations and clarify revenue-sharing arrangements for groups that assist with ticket sales.
- **Board & Volunteer Involvement:**
 - Board members are expected to actively support the committee, especially in sponsorship outreach, marketing, and event logistics.

- Volunteers with experience in large-scale event management, arts administration, and community outreach are especially encouraged to participate.

Board Decision & Next Steps

- The board formally approved moving forward with the Philippine Ballet Theater event, including:
 - Immediate formation of a planning and logistics committee.
 - Allocation of \$3,000 in initial funds for deposit, materials, and marketing.
 - Authorization for the committee to negotiate contracts, develop sponsorship materials, and launch marketing efforts.
 - The committee will convene promptly to begin detailed planning and will provide regular updates to the board, including risk assessments and financial projections.
 - Additional meetings may be scheduled to address emerging issues and monitor progress toward key milestones.

VII. Closing Session

Other agenda items were tabled. Next meeting to be held on July 10, 2025.

Meeting Adjourned at 9:10pm

Submitted by:



Doreene Enriquez