

## LLWWEMA 13<sup>th</sup> Committee Meeting Minutes

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Date: July 1, 2010

Attendees: Pastor Wilson Lee, Elder Paul Lam, James Liao, David Chan, Ronald Lee and Pauline Lee. Jimmy Chui (Call-in)

- Meeting started with prayer by Pastor Wilson Lee
- Budget approval for the General Assembly
  - The approved budget to print 600 copies of the General Assembly handbook with a color cover and color pictures in the booklet is \$1,650.
  - The approved budget for the gift to all the General Assembly attendees is \$1,000 to \$1,100. The gift is a measuring tape with a heart shaped case.
  - The proposal from David Chan, shown below, is approved.  
“I suggest that LLWWEMA pays the following fees for Rev. & Mrs. Thomas Wang: airfares, honorarium, lodging, food, Disneyland tour, and the opening banquet. I also suggest that LLWWEMA pays the banquet costs for the 21 BOL hosts who have labored for LLWWEMA for the last three years besides being host families and drivers in September for the General Assembly.”

For LLWWEMA committee members, they can make free will donations.

- All cash received from the registrations will be used to reimburse expenses first during the conference. Any remaining cash balance, money order or checks received as well as reimbursement requests will be sent to Jimmy Chui for him to handle afterwards.
- Preparation of GA updates and Reminders of Action items
  - Need to send reminders to the delegates reminding them to turn in their registrations ASAP.
  - Elijah Liao will be responsible for preparing slides for all sessions. All information needs to be provided to him by August 1st so that he will have adequate time to complete the task. James Liao will contact the office of Rev. Thomas Wang to ask about the necessary information for giving to Elijah too.
  - Anthony Lin will take care of the technical support for instant translation for the conference. Ron will coordinate with him to make sure that the instant translation will be working smoothly in both chapel and the sanctuary for all sessions.

- The Preparation Committee led by Pauline will make sure the other listed items in the to-do list will be fully covered (e.g. sign-in, photography, gifts, venue decoration arrangements etc).
- Closing prayer by Elder Lam
- No further meeting is scheduled.