



The Commonwealth of Massachusetts

Asian American and Pacific Islanders Commission

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Tuyet Tran

Executive Director

Yasmin Padamsee
Forbes

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Draft Meeting minutes

Tuesday, February 18, 2025, 6:30 pm to 8:00 pm

Zoom: <https://us02web.zoom.us/j/83421971270>

*Please note that this meeting will be recorded. The meeting will be held via teleconference in compliance with the Governor's Executive Order on the Open Meeting Law and COVID-19.

Attachments:

- Draft Meeting Minutes – January 21, 2025
- Small grants PowerPoint

Commissioners In Attendance: Saatvik Ahluwalia, Christopher Huang, Danielle Kim, Bethany Li, Li Morrison, Marilyn Park, Jennifer Rubin, Tuyet Tran

Commissioners Absent: Gary Yu, Moana Bentin, Rakashi Chand, Karen Chen, Emma Chen-Banas, Gary Chu, Richard Chu, Amy Goh, Bahara Hussaini, Phijay Solar, Ekta Srinivasa

Staff In Attendance: Yasmin Padamsee Forbes, Leela Ramachandran, Lizette Sta. Maria, Shubhecchha Dhaurali

1. Call to Order

Commission Chair Saatvik Ahluwalia calls the meeting to order at 6:34 pm.

2. Commissioners Check-in

- New Commissioner and staff introduction

Commissioner Li Morrison is introduced to the Commission.

Policy Director Leela Ramachandran is introduced to the Commission.

3. Approval of Draft Meeting Minutes – January 21, 2025 (VOTE)

Commissioner Tuyet Tran makes a motion to approve the January 21, 2025 meeting minutes. Commissioner Bethany Li seconds.

Yes: Li Morrison, Tuyet Tran, Jennifer Rubin, Bethany Li, Danielle Kim, Saatvik Ahluwalia

No:

Abstain: Marilyn Park

The motion passes.



The Commonwealth of Massachusetts

Asian American and Pacific Islanders Commission

4. Proposal to hire Retreat and team facilitator and fees (VOTE)

Received Scope of Work for 3-hr session at Arts in Armory in Somerville. Already started pre-work for Strategic Planning. Total Cost is \$10,000.

A commissioner inquired about the consultant rate for the 2025 strategic plan and retreat. It was clarified that the rate includes preparation, pre-work, and planning, which involves collaboration with retreat staff—totaling 18 hours per consultant for two consultants. The rate remains consistent with previous engagements, ensuring continuity by working with professionals already familiar with the strategic planning process. The venue cost is \$450 for three hours.

Chair Ahluwalia asked about preliminary RSVPs from commissioners and encouraged active participation, emphasizing that serving in this role is both an opportunity and a responsibility. Appreciation was expressed for the staff's efforts, along with enthusiasm for the upcoming retreat.

Commissioner Jennifer Rubin moves to hire a retreat and team facilitator, including fees. Commissioner Tuyet Tran seconds.

Yes: Saatvik Ahluwalia, Tuyet Tran, Marilyn Park, Jennifer Rubin, Bethany Li, Danielle Kim, Li Morrison

No:

Abstain:

The motion passes unanimously.

5. Small grants presentation

A presentation was given on the Fall 2024 Small Grants Cycle data analysis. Nine organizations were awarded small grants, collectively serving residents across all Massachusetts counties. The presentation included details on the funded organizations, the communities they support, their funding history with the Commission, and their planned use of the grant funds.

Christopher Huang joins at 6:50 pm.

Old Business

Reports

6. **Sub-Committee Reports:** Updates from each sub-committee on current initiatives.
7. **Staff Report:** Review of staff activities and updates.

8. Future Agenda Items Suggestions



The Commonwealth of Massachusetts

Asian American and Pacific Islanders Commission

Saturday, 22nd: The first Western Massachusetts regional meeting of the year will take place at the UMass Amherst Springfield Center. Support will be provided for an oral history project, with additional details to be shared soon.

The **Save the Date** for the Unity Dinner has been released. A commissioner inquired about ticketing, and Eventbrite will be launching soon. Questions were also raised about utilizing funding from the nonprofit side; it was confirmed that funds are being used, with the goal of breaking even this year.

Commissioner Tuyet Tran makes a motion to adjourn the meeting. Commissioner Li Morrison seconds.

Yes: Li Morrison, Tuyet Tran, Marilyn Park, Bethany Li, Danielle Kim, Christopher Huang

No:

Abstain:

The motion passes unanimously. The meeting ends at 7:08 pm.

The next AAPIC meeting is on Tuesday, March 18, 2025, at 6:30 PM



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