



The Commonwealth of Massachusetts

Asian American and Pacific Islanders Commission

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Ekta Srinivasa

Tuyet Tran

One Ashburton Place

12th Floor

Boston, MA 02108

aapicommission.org

Meeting minutes

Governance & Finance Subcommittee Meeting

Thursday, October 30, 2025

4:00 – 5:00 pm EST

Zoom: <https://us06web.zoom.us/j/6603360175>

*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:

- [FY 26 budget proposal \(draft\)](#)
- [FY 26 Budget Tracking Sheet](#)

Attendees: Tuyet Tran, Saatvik Ahluwalia, Danielle Kim, Moana Bentin, & Shubhecchha Dhaurali

- Official vote and approval needed for Governance + Finance committee because Saatvik Ahluwalia stepped down as Chair of EC and
- Saatvik, Danielle, and Moana chose Tuyet to preside over the meeting since no chair at this time and point.

- **Call to Order**

Tuyet calls meeting to order at 4:07 PM.

Budget Discussion + Adjustment Suggestions

- Submitted from TRE: [X Item8a_FY 2026 Budget Submitted to TRE.xlsx](#), different from the one prepared by previous Chair + staff
- [FY 2026 Budget based on Team Suggestions](#)
- **Need to:** figure out money we have, putting some sense on the budget to move forward from items in terms of a vote, and to acknowledge current stage where we have no chair, no Executive Director
- Three things to answer:
- **CPA consultant** - need to continue contract as we don't have information currently so they can update our monthly financials, unsure about figure to have CPA consultant continue monthly updates on financials (estimation of \$5K, inclusive of filing taxes)
 - a. FY2025 1,000 needs to be paid
 - b. FY2026 pay up to \$5,000 for continued engagement
- **Next steps with staff**- need to figure out if we are hiring another Interim ED, and the stipends voted upon in June; both Moana and Tuyet need to follow up on this, but since they are not voted in the Executive Committee as of yet, they cannot approach it as of now
 - a. Tuyet Tran raises the issue of how to pay staff bonuses, mentioning that there might be state laws regarding bonuses for state employees.
 - b. Moana E Bentin confirms that the \$2,500 bonus for staff from July to October has not been paid out and plans to follow up once voted as treasurer.



The Commonwealth of Massachusetts

Asian American and Pacific Islanders Commission

- c. The group discusses the need to clarify with the Treasury how to process bonuses for state employees.
 - d. Danielle Kim suggests that the staff bonus should be included in the submitted budget and voted on by the commission, and that a vote of this kind has been done prior.
 - e. Tuyet notes feeling uncomfortable taking a vote on something that could be in violation of state law therefore either she and/or Moana will be asking the TRE once they're voted into the EC to check the process and put it to a vote next time based on the answer they get
 - i. Important to note: the July 1, 2025 - September 31, 2025 three-month stipend has not been paid out to respective staff. October 1, 2025 to December 31, 2025 vote to renew has not taken place
- Tuyet Tran suggests leaving the interim ED budget for the next meeting to discuss with the full commission.
 - Danielle Kim emphasizes the importance of providing a clear proposal for the interim ED role and its scope.
 - The group agrees to leave the interim ED budget blank for now and discuss it in the next meeting.
- Tuyet Tran suggests purchasing insurance for commissioners and the nonprofit wing to cover any potential lawsuits or abuse allegations.
 - Danielle Kim questions the need for insurance on the state side, as state employees are covered by state policies.
 - The group agrees to check with the Treasury about the insurance requirements for state employees and the nonprofit wing.
 - Tuyet Tran emphasizes the importance of having insurance to ensure the comfort and protection of commissioners.
- The group reviews the budget, identifying pre-committed expenses and adjusting them accordingly.
 - Danielle Kim suggests separating pre-committed expenses from new budget items for clarity.
 - The group discusses the need to adjust the budget for the executive director and communications director roles, considering the remaining months of the fiscal year.
 - The group discusses the need for a commission-wide retreat and strategic planning, considering the budget for a Western Mass retreat.
 - Tuyet Tran suggests renaming the budget item to "retreat" to cover both regional and commission-wide planning.
 - Danielle Kim questions the necessity of a regional-specific retreat, suggesting a focus on a commission-wide retreat.
 - The group agrees to allocate a budget for a commission-wide retreat and strategic planning, considering the needs of different regions.
 - f. The group finalizes the budget, ensuring all items are accounted for and adjustments are made where necessary.
- Tuyet Tran and Moana E Bentin discuss the need to update the meeting agenda for the next session, including the proposed budget and other key items.



The Commonwealth of Massachusetts

Asian American and Pacific Islanders Commission

- a. The group asks Shubhecchha Dhaurali to reach out to Rakashi Chand to confirm the agenda and to post the updated agenda and budget for approval by the commission.
- b. Moana Bentin emphasizes the importance of following up with the Treasury to ensure compliance with state laws and regulations.

- **Any other items**

- a. Next meeting date TBD

- **Meeting adjournment**

The meeting adjourns at 5:18 PM EST.



The Commonwealth of Massachusetts

Asian American and Pacific Islanders Commission

