

Purpose of the Loong Kong Youth Group

"We three, Liu Pei, Kuan Yu, and Chang Fei, though of separate birth, now bind ourselves in brotherhood, combining our strength and purpose to relieve the present crisis. Thus we may fulfill our duty to home and country and defend the common folk of the land. We could not help our separate births, but on the self-same day we mean to die! Shining imperial Heaven, fruitful Queen Earth, witness our determination, and may God and man jointly scourge whichever of us fails his duty or forgets his obligation. "

-English Translation of the peach Garden Oath

The purpose of the Loong Kong Youth Group is to foster the sense of brotherhood (and sisterhood) among members of the Four Families (Liu, Kwan, Jung, Chiu) that the three noble warriors Liu Pei, Kuan Yu, and Chang Fei swore to in the famous Peach Garden Oath in the Ming Dynasty novel Three Kingdoms. By sponsoring social activities for members of the four families, the Youth Group attempts to rekindle the spirit of the brotherhood that the four heroic ancestors formed during the fall of the Han Dynasty. Members not only make many new friends in participating in club activities but also learn more about their Chinese heritage, history, and culture.

Officers of the Youth Group

President:

The president calls all meetings to order and presides over them. He announces all business in its proper order, calls for committee reports, and ensures that the meeting runs smoothly and that all ideas, concerns, and objections of those attending are heard. The president is responsible for bringing club matters up for a vote by the executive committee and for ensuring that all club decisions are arrived at democratically.

He is also responsible for assigning committees and committee chairpersons to deal with e business at hand. The president delegates responsibilities to the chairpersons of committees and to club officers and works in concert with them in order to fulfill club objectives. Specific responsibilities include planning the annual proposed budget in collaboration with the treasurer, submitting Quarterly Budget reports, attending Scholarship meetings of the Lung Kong Tien Yee Association, distributing the scholarship acceptance and rejection letters, representing the Loong Kong Youth Group at the Executing Council Meetings of the San Francisco Loong Kong Tin Yee Association, and writing the President's Message for the Loong Kong Youth Group monthly newsletter. He must attend a majority of all club functions and meetings.

Secretary:

The secretary keeps the minutes of all meetings, updates mailing and phone lists, handles club correspondence, and sends written notices or calls members when necessary. The secretary is also responsible for publishing the monthly newsletter to inform club members of upcoming events. The secretary can delegate responsibilities to the assistant secretary. The secretary must attend a majority of all club functions and meetings.

Treasurer:

The treasurer helps plan the club budget, reimburses club members for expenses incurred during club functions, makes payments for necessary supplies and services rendered by businesses, collects money, keeps records of all money collected and spent, submits Quarterly Budget reports to the president. All payments made by the Loong Kong Youth Group treasurer to member or to businesses must be pre-approved by the Youth Group president except in emergency situations. Youth Group checks signed by the treasurer must be co-signed by either the president or the secretary. At the end of the year, the treasurer prepares a financial report that indicates how money was allocated and spent during his term in office. The treasurer must attend a majority of all club functions and meetings.

Liu, Kwan, Jung and Chiu Chairpersons.

The chairpersons are responsible for informing club members and prospective members with their same surname of upcoming Youth Group events by telephone, letters, etc., recruiting new members, and coordinating events assigned to them. They must attend a majority of all club functions and meetings.

Meetings:

Meetings are held once a month. During meetings, upcoming events are planned and duties are delegated to the members in attendance.

Procedures for obtaining reimbursements:

To obtain reimbursements, club members must fill out a reimbursement form and append the necessary documentation of expenses incurred (receipts, invoices, etc.). If no documentation is possible, club members must fill out a "no documentation" reimbursement form. Members must fill out advance payment forms in order to receive advance payment for purchases to be made for upcoming events. Advance payments are made at the discretion of the Youth Group President and treasurer. After the club function, the balance will be reimbursed to the club member if the funds provided were not sufficient to cover the purchases. If the total sum for all the purchases is less than the amount allocated, the club member must return the balance. The president and the treasurer must approve payments before Youth Group checks are disbursed. The president and the treasurer sign reimbursement forms and advance payment forms to indicate approval of payments.

For more information, please write to:

San Francisco Loong Kong Youth Group
924 Grant Avenue, 4th floor
San Francisco, CA 94108

