



TJ PTSA Executive Committee Special Meeting Minutes
01/08/2025

Email Attendees: Executive Committee: President: Neelam Janardhan; First VP of Programing and Events: Catherine Li; Second VP of Membership; and Fundraising: Julia Li, Third VP of Communications: Maggy Li; Treasurer Dinesh Kumar; Secretary: Sanjay Parthasarathy

Background: The PTSA is in need of an audit committee chair to help the Treasurer in audit activities, and provide an independent perspective on the PTSA financials. Catherine Li proposed Phyllis Liu (2028 parent) to take on the audit committee chair role. Miss Liu is a CPA, working as a valuation professional in Cherry Bekaert, an accounting firm. With a master degree in accounting, she is very familiar with financial statements, budget, and all accounting related material.

Voting: Motion was proposed by Catherine Li, and seconded by Julia Li to appoint Ms. Phyllis Liu as audit committee chair of the TJPTSA for the academic year 2024-2025.

All Executive Committee members voted **via email**, and on 1/8/25, the executive committee unanimously approved appointing Ms. Phyllis Liu as the audit committee chair for the 2024-2025 academic year.