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| Board Members:  Lisa O’Brien *President*  Julie McFarland *VP*  Sarah Dray *Secretary*  Gail Howard | Voting Members:  Lisa O’Brien *President*  Julie McFarland *VP*  Sarah Dray *Secretary*  Gail Howard | Voting Members Absent: | Date: 10/14/2023  Time: 12:30pm  Location: 1302 Comanche St Deer Park, TX 77536 |

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| **ITEM** | **DISCUSSION** | **RECOMMENDATION** |
| Call to order 12:39pm |  | None |
| Prayer | Prayer by Julie | None |
| Review of minutes | Reviewed by Sarah | Lisa motioned to pass the previous minutes as is. Julie seconded. Motion passed unanimously. |
| OLD BUSINESS: |  |  |
| Financials | Bank balance: $27,575.50  Profit and Loss: reviewed by Lisa. Lisa presented her work on the foundation’s QuickBooks account; Lisa reviewed all QuickBooks entries from 1/1/2023 to present and fixed noted discrepancies.  Staff Contributions: Lisa reviewed the contributions WTH has made to the Haitian staff for their assistance on projects since 1/1/2023. The Board made special note of Wilson, who is volunteering for many projects as they are presented. | Reviewed.  Reviewed.  Reviewed. |
| Social Outreach Committee | Website: Sarah and Lisa both presented their struggles with the website updates with Tyson. They will both continue to reach out for much needed website changes.  T-shirts: Sarah presented work on t-shirts. Sarah got input from the Board on sizes for the team in Haiti. | Reviewed.  Reviewed. |
| NEW BUSINESS: |  |  |
| Mission Trip Nov 10-27, 2023 | Lisa presented the team for the upcoming mission trip November 10-27, 2023. This mission trip is split up into 2 groups with 2 different time frames. The team consists of the following:   1. Teah Bland, returning missionary 2. Cassie, new missionary 3. Tina Perea, returning missionary 4. Sharon, new missionary   The goal for the trip is to treat 750 patients, including mobile medical clinics and home visits. Medications for this patient count will cost $4,600, which was previously voted on and passed via the WTH message group. Lisa also presented her cost as the president of $1,700 for the entire stay, including food, lodging, transportation, security, etc. Board discussed a buffer amount and made a vote. Also discussed was a budget for the Haitian doctor’s contributions. | Gail motioned to budget $2,000 for the President’s travels for the November 2023 mission trip. Julie seconded. Motion passed unanimously.  Lisa to determine the budget for the Haitian doctor’s contributions and communicate to the Board for review and a vote. |
| New Position | Lisa presented a possible new position to the foundation, the Director of Healthcare Humanitarian Initiatives. This position would remove some of the workload from Lisa in addition to the website updates, social media, intern/volunteer management, and fundraising. Lisa stated that Sarah Dray would be a great fit for this position. The Board agreed. Board discussed the salary. Board agreed that this position eventually will bring in the salary plus extra for the foundation’s work. Lisa stated this will be a contractor position, so the individual who fills the position will pay the taxes on it. | Lisa motions to open up the Director of Healthcare Humanitarian Initiatives position to Sarah Dray for $1,000 per month as a contractor position. Gail seconds. Motion passes unanimously. Lisa will create the job description and contractor contract for Sarah to sign. Sarah will begin her duties Monday 10/16. |
| Medical Clinic | Telehealth patients: Lisa reviewed the current list of WTH telehealth patients, “Medical Projects”, both pending and completed with their dollar amounts and updates. WTH has 12 completed patients and 2 pending. | Reviewed. |
| Education | Sponsored School Children: WTH current has 19 children in school being sponsored. Lisa reviewed the school list, “Education”.  English Summer Camp: Directors voted to extend the summer English program to every Saturday last meeting. Lisa presented that ongoing project. | Reviewed.  Reviewed. |
| Housing | Lisa presented the 7 housing leases WTH has with sponsors. See “Housing/food projects”. | Reviewed. |
| Nutrition | Feeding: WTH continues to sponsor the Nutrition Program every other week, feeding 100 children in Cite Soleil. Board discussed this ongoing project, stating that according to the pictures, the portion sizes look too large and it is doubtful there are 100 kids being fed every time (or close to it). Fedelin provided line item cost list for all the items WTH purchases for the feeding every other week. Fedelin also included another line-item list to decrease the feeding cost from $200 per feeding to $148. The Board discussed options to lower the cost even further by removing the chicken. Lisa also reminded the Board of the manna rice that was donated and being shipped to Haiti by Feed my Starving Children in Richardson, TX and MFI. After much discussion, the Board determined that using the donated manna rice which is packed with the nutrients needed costs approximately 30 cents per plate instead of the current regiment at $2 per plate. Julie spoke to Fedelin via Whatsapp during the meeting to discuss questions the Board had with the following notes:  The oil on his list is used for cooking the meat and the rice. Fedelin stated the portion sizes change based on the age of the child. The cooks are given a contribution for their work. Transportation fees are needed because the supplies are brought in from Port-au-Prince, not there in Cite Soleil. Fedelin also stated the community has had manna rice in the past and has no issue.  Medika Mamba: Julie gave an update on the nutrition bars from Medika Mamba. WTH is tracking the BMI for each of the 34 children consuming a Medika Mamba bar. Julie presented the data to the Board with evidence of these nutrition bars being successful. The average starting BMI was 14.6. The average BMI after just two weeks increased to 15.5. Julie also presented a concern, as the data is skewed because the WTH Haitian team is not properly measuring each child’s BMI. Lisa stated she sent training to the WTH Haitian team on how to properly measure the BMI and assured the Board the Haitian team will continue to measure BMI on a weekly basis until it is correct, which then the measurements will be at a monthly or quarterly basis. Additionally, Lisa has been trying to contact Medika Mamba to share the WTH data and work with the Medika Mamba team to gather data they need. Lisa has been unsuccessful. | Julie to review Fedelin’s spreadsheet with current costs and potential decreased costs to the feeding program and make a suggestion on how to move forward with a decreased budget with a goal to continue the feeding program with the lowest budget.  Lisa to continue to attempt to contact Medika Mamba to share the WTH data and question what additional data they would like to have gathered. |
| ANNOUNCMENTS |  |  |
| None. |  |  |
| NEXT MEETING |  |  |
| TBD. |  |  |
| AJOURNMENT |  |  |
| Closed at 2:51pm | Closing prayer by Lisa |  |

Minutes recorded by Sarah Dray