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| Board Members:  Lisa O’Brien *President*  Jennifer Murphy  Alejandra Hironymous  Julie McFarland  Sarah Keller *Secretary*  Tina Perea *Treasurer* | Voting Members:  Lisa O’Brien *President*  Jennifer Murphy  fale Hironymous  Julie McFarland  Sarah Keller *Secretary* | Voting Members Absent:  Julie McFarland | Date: 11/15/2017  Time: 7:00pm  Location: 414 Towne Ct. Alvin, TX 77511 |

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| **ITEM** | **DISCUSSION** | **RECOMMENDATION** |
| Call to order: |  | None |
| Prayer | 7:00 | None |
| Review of minutes | Reviewed by Sarah Keller | Lisa motioned to pass minutes. Jenny seconded minutes |
| OLD BUSINESS: |  |  |
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| NEW BUSINESS: |  |  |
| Financials of WTH | Profit & Loss: QuickBook issues with physical donations. Each individual entry needs to be reviewed before the end of the year statement.  Sales by Customer Detail: updates from the last trip. Donations include: $314 from unanimous, Jenny Murphy, Linda and Nelson Kennedy, Janelle Jorgenson, Ryan Carrus, Tina Perea (WTF accountant) are big donors since the last trip. Carey Ellen is donating medical supplies.  Bank Balance: $3056 is current balance. Approximately $10,000 for the cost for the clinic project per James Alexandre. New balance from Nikhil Salunke is approximately $15,000.  Motion made 11/2: Lisa motioned to send James $800, $800, $250 for the clinic. Seconded by Sarah | Lisa tasked to get with Tina Perea to review QuickBooks  Reviewed  Reviewed  Reviewed |
| Intern Education | Paydes Jean vote: Paydes intermediate grades were too low. Board had voted “no” on the TOFL exam. Notified by Lisa and Julie. | Reviewed |
| Chedesapa & James Alexandre/ WTH clinic work | Haitian Gov health Reg Paperwork: No bribe with Magnistrate of Area 17 for clinic. James has gotten final paper approval from Magnestrate for land use.  Christian Alliance: ready to ship container. Nikhil is working on getting the tax permit from the Haitian government. Christian Alliance says it will be $3000 to ship the container and they have offered to help WTH pay for shipping costs.  Living Water International: reached out to WTH. This org has built 1400 wells in Haiti and is willing to assist with bringing clean water to the clinic. With the sewage this will be difficult. Wants instead to put a medal roof with a gutter system to collect rain water which would be drinkable. | Reviewed  Reviewed  Reviewed |
| Operations Committee- Nikhil Salunke | Current Clinic Project: began 11/8. Foundation and walls of current space not sound. Engineer evaluated, stating we need to start from scratch. New walls and foundation need to be built to support weight of clinic.  Access Database: Nikhil is completing patient database. It will provide better diagnosis, track trends and make reporting easier. Reviewed graphs by Nikhil from the database. Lisa and Nikhil want to implement it live in February. Every patient seen in 2017 has been entered into the database.  Christian Alliance: dates to clean out shipping container continue to be canceled. Cannot continue to postpone. Needs to be emptied, sorted, and repainted before departure. Alejandra and Lisa made a list of supplies to bring for Saturday.  Bill of Lading: shipping receipt contains what is in container, how much it weighs, etc. This document goes to the Haitian government when completed by Nikhil. When finished he will contact the Haitian embassy.  Laura Mawhinney: watching WTH on FaceBook and wants to help us in our clinics and volunteer her Haitian nurses and medical supplies. Lisa gave her James’ contact info for a potential partnership. If our access database is implemented successfully, then Laura might use it as well.  Melinda Stowell Work: Melinda and Lisa paired ICD10 codes to each diagnosis and are considering sending it to the WHO. They have also sent applications to Medical Bridges, Medshare, MED-EQ.org, Medwish.org and MAP.org in hopes to get medical equipment and medications donated for a fee between $800-$1000. They will work tomorrow to follow up with these orgs. Board discussed cheaper options to purchase medications. Alejandra suggested highlighting medications that are OTC here in America for donation purposes. Medications needed most are children and baby ibuprofen, acetaminophen and cough syrup, and Nexium. Board listed the following churches to contact: New Hope, Abundant Life, Sagemont, Lakewood, Moody Methodist, and Sacred Heart. | Reviewed  Reviewed  Lisa will send out the address to Alejandra reach out to the missionaries to see who can attend this Saturday (11/18) to clean the shipping container.  Lisa motioned to pay for the cleaning supplies for the clinic. Jenny seconded.  Reviewed  Reviewed  Sarah tasked with reaching out to 6 churches to ask for a specific list of meds.  Lisa tasked with highlighting and emailing medication list that are OTC. |
| Fundraising | Haitian Prostitutes: want to be tested for AIDS. Oraquick test kits are 3 for $64.31. Carla is making bracelets to sell and raise money for these kits.  Christmas Market with Deuteronomy Project: WTH will have a booth at New Hope Church at their Christmas market to raise money. Would like to raise money to assist the prostitutes.  Raffle Suggestions: Lisa asked for raffle suggestions. The TV was very successful previously. | Lisa tasked with ordering AIDS testing kits.  Reviewed  Reviewed |
| Marketing | Website: Lisa updated website. Pictures and new mission trip video. A few things that need to be updated.  Sophie Lu Social Media: UT Dallas student Sophie Lu is volunteering her time to work on the social media marketing for WTH. She uses Hootsuite to plan posts ahead of time. Sophie has suggested not using Twitter and instead developing a blog on the website. Sophie also suggested some changes to the website.  Marketing Video: needs editing before sending out.  Newsletter: newsletter has been started to be released at the end of the year. | Reviewed  Sarah tasked with assisting Sophie with starting a blog for the website.  Reviewed  Reviewed |
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| ANNOUNCMENTS |  |  |
|  | Pastor Daniel- Welcome future missionary!  Alvin Chamber of Commerce membership has been tabled.  STD Nursing course completed by Lisa.  Social Club is underway by Carla Smith. This will be for the younger generation in Haiti.  Board member election is held in January. If there are any suggestions for directors, contact Lisa directly. | Reviewed |
| NEXT MEETING |  |  |
|  | TBD |  |
| AJOURNMENT |  |  |
| Closed at 8:30pm by Sarah Keller | Closing prayer |  |

Minutes recorded by Sarah Keller