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| Board Members:  Lisa O’Brien *President*  Julie McFarland  Sarah McDougald *Secretary*  Elizabeth Carrus | Voting Members:  Lisa O’Brien *President*  Julie McFarland  Sarah McDougald *Secretary*  Elizabeth Carrus | Voting Members Absent: | Date: 11/7/2021  Time: 4:00pm  Location: 414 Towne Ct. Alvin, TX 77511 |

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| **ITEM** | **DISCUSSION** | **RECOMMENDATION** |
| Call to order: 4:10pm |  | None |
| Prayer | Prayer by Julie | None |
| Review of minutes | Push review via email. | None |
| OLD BUSINESS: |  |  |
|  | Venmo account: Teah has sent trip funds to Lisa’s personal Venmo account instead of the WTH account (@Cite-Soleil), so Lisa is fixing that,  Website revamp: Sarah still has had no luck contacting Britt Loyd but will continue to reach out. Sarah stated to the Board she would like to begin building the website if no contact from Britt.  Newsletter: Sarah is waiting on additional contacts from Lisa to send out.  T-shirts: Sarah stated these are on hold. Not a priority.  BOD insurance review from previous meeting: Elizabeth sent Lisa quote with help from her husband and former missionary Ryan Carrus. Ryan explained that this insurance policy would protect all the Directors as individuals if something were to happen while in Haiti during the WTH operations. Ryan explained to the Board that while it does cover the individual Directors, it does not cover the foundation and believe the foundation itself should have its own insurance policy. Sarah asked the Board if this insurance policy would actually cover the situations that could happen in Haiti because of how different the circumstances are in Haiti versus where we are getting the policy. After further discussion, Lisa tasked Julie with further research into this matter.  Patients: Team has not heard further complaints from Lovely and Rose. Lovely donated her time to assist Fedelin in sorting medications.  Missionary expenses: All missionaries have paid in full except Beckie Davidson who owes $657. Lisa explained she might not attend the November trip because of family matters. | Reviewed.  Reviewed.  Sarah to submit newsletter before trip.  Reviewed.  Lisa tasked Julie with further review of this insurance policy.  Reviewed.  Reviewed. |
| NEW BUSINESS: |  |  |
| Financials of WTH | Bank balance: $30,374.46 which includes missionary prepayments totaling $9686 with $5799 expensed out.  Missionary Expenses: Lisa reviewed with the Board the Missionary Expenses from QuickBooks. Lisa explained she received assistance from Tina Pera detailing missionary expenses. Funds of $5,100 are still needed to send to Eucalyptus Guest House for mission trip but have waited because we do not want to overpay; Lisa to pay Enso with Eucalyptus Guest House the remaining balance by the end of the week.  Allocated Account Quick Report: Lisa reviewed and highlighted missionary Beckie Davidson, who has $560 of total funds in the account.  Total Income for Missionaries: reviewed by Lisa.  Jennifer Murphy: Jennifer has been taken off as bank signer. Sarah McDougald and Julie McFarland added, as the team may need a signer in Haiti.  Remitly.com: Lisa opened Remitly account. This service will allow three bank transfers of up to $500 without a transfer fee. One of the free transfer fee uses has been used to send J Lee Pharma $500. Maximum amount for remitly.com is $6,000 daily and $20,000 per month. | Reviewed.  Lisa to pay Enso with Eucalyptus Guest House the remaining balance by the end of the week.  Reviewed.  Reviewed.  Reviewed.  Reviewed. |
| Safety Planning Committee | Safety Planning Committee: committee members consist of Lisa and Gary O’Brien, Elizabeth and Ryan Carrus, and Wendy and Mark Robertson. Lisa explained that the recent kidnappings of the 17 American missionaries are an issue but being resolved. Enso with the Eucalyptus Guest House and the previous driver are both willing to work with the returning WTH Team which is positive news to the Board. Elizabeth briefly reviewed notes from committee with the Board-   * Mark Robertson is trying to find additional police officers not for Cite Soleil. Wendy is to provide cost. * Satellite communicators: Wendy has both a Garmin and a Rtech she bought individually for her own trips. It was discussed within the Safety Planning Committee WTH purchasing a few satellite communicators for the team and future teams. * Mark and Gary will have itinerary with contact numbers. Ryan will contact Mark and Gary upon arrival at each location. Fedelin and Paydes will negotiate with kidnappers. * Ryan will monitor all working meetings in Haiti. Ryan will also carry all money and if robbed, Ryan will hand over all money to avoid violence. * Each missionary will have a fanny pack/money pack to hide underneath their clothes containing a map of Haiti and important contact information.   Board discussion of the above: Julie stated that the above, or something similar, should become a standard procedure for all mission trips. Lisa asked Board if WTH should spend the money on satellite communicators. Sarah explained that a clear option was not presented and although we understand Wendy has one of each, which one is really the best? Gary has done research and believes the Rtech option is the best for the team, as it is a one time fee of $350 and there is a worldwide team that monitors the activity. Can purchase on Amazon. Board agreed that not every member of this upcoming mission team needs a satellite communicator, so purchasing five (5) is enough. Lisa also asked for Julie’s assistance on editing the current map of Haiti for all missionaries. | Lisa asked for Julie’s assistance updating the current map to a higher resolution for each missionary.  Julie motioned to purchase five (5) Rtech satellite communicators for this upcoming trip; however, if discovered another device is better, WTH should purchase those. Elizabeth seconded motion. |
| Medical Clinic | Missionaries for November trip:   1. Teah Bland 2. Beckie Davidson- not responding to Lisa’s attempts to communicate regarding the trip. 3. Ryan Carrus 4. Elizabeth Carrus 5. Gracie Carrus 6. Wendy Robertson 7. Lisa O’Brien 8. Janet Hurst- should be receiving passport day before trip   Medication inventory: Lisa stated this project has been completed and all medications have been purchased. Team came in under budget on the U.S. supply list because of the large number of items donated. All U.S. supplies are sorted and packed  Patient cards: Lisa has redone the patient cards and are ready to be printed for Nov trip.  Medications: all medications from the Haiti inventory list have been paid for. WTH has a $889 credit with J Lee Pharma. Lisa sent an additional $710 for incidentals and the other credit is from a $179 printer WTH purchased for Juloveney, the owner of J Lee Pharma,  Clinic cheat sheets: Lisa created illness and treatment cheat sheet for the WTH medical staff team to use while assessing in clinics.  Les Cayes: Lisa booked a 5 seater missionary flight for November 19-22 however, if the Les Cayes team grows in size, there is a 9 seater plane on stand by. The team will stay at Joe and Cicie’s Hotel, as planned.  Dr. Youyou: Lisa confirmed Dr. Youyou’s interview is now complete and he will work the first day in clinic on a trial basis, as planned.  Itinerary & tasks: Lisa has already sent the full itinerary to the team but will resend as trip comes closer, especially for Mark and Gary. Lisa is still maintaining the Task List group chat in WhatsApp and reports to Board that it is still working well to keep tasks organized for the team and hold everyone accountable. | Reviewed.  Reviewed.  Lisa to print revised patient cards for trip.  Reviewed.  Lisa to print clinic cheat sheets for WTH medical staff for trip.  Reviewed.  Reviewed.  Reviewed. |
| Fedelin | Fedelin completed a project on gang activity and location. His project was sent to a U.S. Marine who then forwarded the information up the chain of command. | Reviewed. |
| ANNOUNCMENTS |  |  |
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| NEXT MEETING |  |  |
| TBD |  |  |
| AJOURNMENT |  |  |
| Closed at 5:47pm | Closing prayer by Elizabeth |  |

Minutes recorded by Sarah McDougald