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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:  Elizabeth Carrus | Date: 2/22/2022  Time: 10:20am  Location: 414 Towne Ct. Alvin, TX 77511 |

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| **ITEM** | **DISCUSSION** | **RECOMMENDATION** |
| Call to order at 10:25am |  | None |
| Prayer by Lisa |  | None |
| Review of minutes | Reviewed by Sarah | Lisa motions to pass previous minutes. Julie seconds. |
| OLD BUSINESS: |  |  |
| Director Insurance | Dale Moon with Moon Insurance. Lisa presented the insurance policy to the Board. This insurance policy will cover up to $1M for each director and will cost the foundation approximately $1000 per year. This policy will cover incidents in Haiti. Lisa tasked Julie with picking up the policy from Moon Insurance before the next mission trip. | Julie to pick up the insurance policy from Moon Insurance before the next mission trip. |
| Shell Oil Foundation HOPE | Lisa completed the Shell Oil foundation program for WTH to qualify for matching donations. | Reviewed. |
| NEW BUSINESS: |  |  |
| Financials | Bank balance: approximately $35,000. Lisa explained there are still a few trip expenses to take out from the bank, but the large ticket items are paid for (stays and aviation trip).  Taxes: Lisa has submitted the 990 form for the foundation taxes. | Reviewed.  Reviewed. |
| Election of Officers | Lisa asked both Sarah and Julie if they would like to continue to sit on the Board of Directors for Way to Health. Both Sarah and Julie stated they would like to continue to hold their position. | Reviewed. |
| Telehealth Patients | Achelene: Lisa updated the Board. Fedelin is now attending the doctor appointments with Achelene to oversee process and get receipts. Lisa explained that Achelene’s labs are coming back great and there is no sign of Hepatitis B, B-complex is not needed nor is units of blood. Lisa believes this is MS and will examine her further in person on the upcoming trip.  Choudelor (Peterson’s mother): Lisa updated the Board. Peterson did not send Lisa the lab results for his mother, Choudelor, so Lisa did not release any meds because she wanted to ensure the meds would not affect Choudelor’s health further. The morning of 2/16/22, Peterson sent Lisa the lab results and Lisa released the meds. Choudelor’s lab results showed no Hepatitis B or C. Peterson is going to volunteer his time in the clinics during the upcoming mission trip. | Lisa to continue to monitor Achelene via telehealth and examine her further once in Haiti this upcoming trip.  Lisa to continue to monitor Choudelor and work with Peterson via telehealth and examine Choudelor further once in Haiti this upcoming trip. |
| Mission Trip | Clinic set up: Lisa presented the clinic strategy- a meeting will be held before the first clinic day, including translators, doctors, and the pharmacist. During this meeting, expectations will be set by Lisa for each of the rolls performed by our Haitian volunteers. Lisa reviewed expectation list with Board. Julie and Lisa agreed that a written list of expectations list for our Haitian team for them to sign would be beneficial. Lisa tasked Sarah with typing expectation list in English and Creole. Sarah also presented an incentive program for our translator team. She explained that if the WTH team sees that an individual translator is exceeding expectations, then the translator will receive an extra tip. Julie suggested that Paydes be held to a higher standard than the other translators, as he is the one who vets the translators. Lisa and Sarah agreed.  Juloveney: Lisa expressed to the Board the perks of using Juloveney, the owner of the pharmacy WTH is purchasing the trip meds from. Lisa also explained she believes we should pay Juloveney and Julie and Sarah agreed. Julie and Sarah agreed to pay Juloveney $50 per day for his time and no more, since WTH is exclusively giving Juloveney 100% of the needed business.  Clinic finances: Lisa presented other payments to make while team is in Haiti. translators ($20/day), doctors ($100/day), pharmacist ($50/day), driver ($100/day), security ($100 per day plus). $600 per day or total of $5400 for the trip. Julie and Sarah discussed the need for a cushion, so the amount was increased to $6500. | Sarah tasked with typing expectation list in English and Creole for the Haitian team.  Sarah motioned to pay Juloveney $50 per day for each clinic day of work. Julie seconded.  Julie motions that we increase the total amount of additional trip expenses from $5400 to $6500. Sarah seconds. |
| Marketing | Tshirts: Sarah presented update on tshirts to the Board. The patient/team shirts will be completed in time to bring on the next trip. | Sarah to ensure tshirts are ready for next trip. |
| ANNOUNCMENTS |  |  |
| None. |  |  |
| NEXT MEETING |  |  |
| TBD |  |  |
| AJOURNMENT |  |  |
| Closed at 11:06am | Closing prayer by Julie |  |

Minutes recorded by Sarah McDougald