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| Board Members:  Lisa O’Brien *President*  Jennifer Murphy  Julie McFarland  Sarah Keller *Secretary* | Voting Members:  Lisa O’Brien *President*  Jennifer Murphy  Julie McFarland  Sarah Keller *Secretary*  Elizabeth Carrus | Voting Members Absent:  Julie McFarland | Date: 4/26/2021  Time: 7:00pm  Location: 414 Towne Ct. Alvin, TX 77511 |

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| **ITEM** | **DISCUSSION** | **RECOMMENDATION** |
| Call to order: 7:04pm |  | None |
| Prayer by Jenny |  | None |
| Review of minutes | Reviewed by Sarah Keller | Passed as is by Jenny. Seconded by Elizabeth. |
| OLD BUSINESS: |  |  |
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| NEW BUSINESS: |  |  |
| Financials | Bank balance: $15,284.75  Profit and loss statement revisions- Lisa is meeting with Tina Pera 4/29 to revise the P&L statement and to make some minor tweaks to support the different buckets of donations/tasks taken on by the foundation, in particular “In kind clearing”. Program, travel, and lodging were also added.  Board discussed bank fees, as WTH has paid $505 in bank fees thus far in 2021 and $495 in 2020. The Board understands although this number is high, this is the safest way to complete a transaction for Paydes. Board also discussed the donations for housing for Michelle Jones, as WTH is paying all the bank fees. | Reviewed  Reviewed  Board has decided to table the bank fees discussion for the next meeting, in particular the bank fees associated with the housing donation from Michelle Jones. |
| Corporate Policy Review | Annual Director vote.  Employee/Missionary Code of Conduct- under review. | All directors have chosen to continue to sit on the board.  Reviewed |
| Mission team Summer 2021 | EMED at home COVID-19 testing kits can be ordered online and brought to Haiti to be shown as proof of a negative COVID test before arriving back in the US.  Lisa contacted Wilcox Travel, a humanitarian fare organization, to potentially use for future mission trips. There are perks that would greatly help WTH such as free baggage and free flight changes.  Trip itinerary will include meeting head gang leader Gabrielle for additional safety/additional connections, explore work in the mountains sponsored by Ryan and Elizabeth’s church and to obtain permit from Haiti Department of Health MSPP (top priority). This small team plans to travel with another missionary group into the mountains if possible. June or July tentative dates.  The Carrus family donated $4,300 to WTH to spend on the President’s travel for the Summer trip. | Reviewed  Reviewed  Reviewed  Jenny motioned to spend the $4,300 donated by the Carrus family intended for the President’s travel on Lisa’s Summer 2021 trip. Sarah seconded. |
| Paydes | Paydes school money- Ryan has spoken to Paydes regarding his grades and Paydes has stated they should increase by the semester’s end, June 10. Sarah stated that paying for school and food is outside of WTH’s mission statement and is time consuming for Lisa. Sarah has suggested that the Board discuss at next meeting what we are currently spending money on that is outside of our mission statement. Board did not determine why Paydes grades were low as discussed in the last meeting, nor did Board receive any information on an online portal to see grades. | Jenny motions to have the discussion regarding Paydes school and why WTH is still paying for this, as it is not in our mission statement. Sarah seconded.  Lisa tasked with adding the discussion of the financials outside of the WTH mission statement to the agenda for next meeting, specifically Paydes school. |
| Medical Clinic | Lisa is monitoring Med EQ donations for anything that would be useful for the Haiti clinics.  Fedelin Isreal is working with WTH for MSPP health permit and has been a great asset to WTH. Next, Lisa is going to complete a mobile medical clinic form with Fedelin’s assistance. Lisa would like to use Fedelin for the next trip, including obtaining and sorting all medications. Board discussed giving Fedelin and Paydes the same task to complete before the small team arrives in the summer. This task would include purchasing and sorting the medications. Each will receive 20% of their total of $100 up front but will not receive the remaining 80% until the task is complete. This will prove to the Board who will be able to prepare for a larger mission team in the fall. Lisa will meet with Teah to determine the medication list.  Lisa is reviewing options for medication purchases with Dr. Richard. Haitian Health Network who makes a scabies cream there in Haiti and Vitamin Angels are two other options.  Account set up with Blessing.org but MD is still needed for medication order.  Sarah is working on getting the computer program returned from Raquel. | Reviewed  Jenny motioned to give Paydes and Fedelin the task of purchasing and sorting medications for $100 with 20% given up front before the summer team arrives to determine which individual can lead the fall mission team. Sarah seconded.  Lisa tasked with determining a medications list of the most used medications for the task of Paydes and Fedelin.  Reviewed  Reviewed  Reviewed |
| Fundraising | Teah Bland, RN is still leading the liquor basket fundraiser, WTH’s first raffle of the year with a drawing on May 28. Raffle is also posted on the website. Julie is tracking tickets on excel spreadsheet. Lisa will be out of town, so Lisa tasked Teah with drawing of the raffle winner. | Board tasked with returning all raffle ticket stubs to Teah before May 28 so drawing can take place. |
| Marketing | Newsletter will be sent out this week via email and added to the website. Sarah and Elizabeth are working together on completing the task. Lisa will give Sarah an excel list of email contacts.  Elizabeth is working with the Social Outreach committee to design and print t-shirts for daily wear and easy marketing.  Amazon Smile link is still in place. | Board tasked with sending Sarah at least 5 email contacts before end of day Wednesday to include in the outreach with the newsletter.  Reviewed  Reviewed |
| ANNOUNCMENTS |  |  |
|  | Alvin Chamber membership is tabled.  Paydes sent the following message “The people of Cite Soleil thank all of us, for they are so happy for the clinics and they say medicines are so great.” | Reviewed  Reviewed |
| NEXT MEETING |  |  |
| TBD |  |  |
| AJOURNMENT |  |  |
| Closed at 8:02pm | Closing prayer by Lisa |  |
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Minutes recorded by Sarah Keller