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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  Alejandra Hironymous  Julie McFarland  Sarah Keller *Secretary* | Voting Members Absent:  Alejandra Hironymous | Date: May 21, 2020  Time: 6:30 PM  Location: 414 Towne Ct. Alvin, TX 77511 |

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| **ITEM** | **DISCUSSION** | **RECOMMENDATION** |
| Call to order: 6:45 PM |  | None |
| Prayer | Prayer by Julie | None |
| Review of minutes | Previously voted and approved. | Lisa motioned to pass, Julie seconded |
| OLD BUSINESS: |  |  |
| Medical Clinic | 3/1/20 Corona Virus: $150 was sent for Paydes to purchase Acetaminophen, cough syrup, and his Mom’s blood pressure medication 3 month supply. | Sarah motioned, Jenny seconded |
| Fundraising | 2/28/20 Payes visited Cadence and he is doing well. Michelle Jones donated $2,000 via the website.  $800 saved for Paydes education.  2/28/20 sent $200 for Cadence’s Mom for food and education  4/11/20 $300 sent for household supplies for Cadence and family  4/27/20 $300 sent for household supplies  5/4/20 remaining $400 sent for household supplied  3/23/20 $2,000 sent for housing for both Paydes and his family and Cadence and his family donated by Michelle Jones.  3/31/20 $110 was sent for food for Paydes  4/20/20 $350 sent for medical expenses for Cadence’s Mom’s C-section on 4/22/20. $100 of full $450 donated by Michelle Jones is still remaining.  4/22/20 Sarah picked up N95 masks from Med EQ foundation. Total donated $1465 for WTH through mask donations.  5/4/20 $100 sent for food to Paydes and family | Previously voted expense.  Julie motioned, Alejandra seconded  Sarah motioned, Julie seconded  Julie motioned, Jenny seconded  Julie motioned, Jenny seconded  Alejandra motioned, Jenny seconded  Jenny motioned, Julie seconded  Michelle Jones donation  Reviewed.  Julie motioned, Jenny seconded |
| NEW BUSINESS: |  |  |
| Financials | Bank Balance: Currently $15, 508  Sales by customer detail | Reviewed  Reviewed |
| Corporate Policy Review | Code of Conduct: under review by Julie. | Reviewed |
| Intern Education | Paydes: Reviewed previous votes. Paydes missed semester because of the Haitian riots. Michelle Jones is paying for Paydes education. | Reviewed |
| USA work | Update on Ellie: Lory continued to assist Ellie until she was no longer able. Neighbor and friend Olive Becker continued to pay out of her pocket when WTH money ran out. Ellie now resides in a nursing home. | Reviewed |
| Medical Clinic | Corona Virus: Reviewed previous votes  Team roster:  Confirmed attendance- Teah Bland, Erika Sanchez, Sarah Keller, Gabbi Smith, Chelsea Burke, Lisa Obrien, Melinda Stowell  Possible team members- Michelle Jones, Ryan Carrus, Tina Perea, Rhonda Smith  Upcoming trip expenses (remaining): approximately $5,000 could be spent, but an exact amount is not yet set. Lisa will discuss with board members, as mission trip gets closer. | Reviewed  Reviewed  Reviewed |
| Fundraising | Website: Updated with Paydes biography  Amazon Wish List: Erika leading and creating.  Expenses: Reviewed previously reviewed donations by Michelle Jones and previous votes. | Reviewed. Sarah to try to find a college student majoring in marketing or web design to assist WTH in revamping the website.  Reviewed  Reviewed |
| Marketing | Shell Oil Company Foundation Matching Gifts Program: in place via Julie  Amazon Smile: https://smile.amazon.com/ch/81-2026805  Business cards: Ordered | Reviewed  Reviewed. Sarah is still developing “cheat sheet” for donors.  Reviewed |
| Regs | 501c3 review: board discussed the need for becoming official NGO in Haiti. Discussed the need for board of directors to review 501c3 continual regulations to ensure WTH continues to abide by all regs.  Bylaws: reviewed removal of a director section of bylaws. Alejandra has missed 2 meetings within a twelve-month period. WTH bylaws state in section 4.06 “A director may be removed by two-thirds (2⁄3) vote of the board of directors then in office, if a) the director is absent and unexcused from two or more meetings of the board of directors in a twelve month period. The board president is empowered to excuse directors from attendance for a reason deemed adequate by the board president. The president shall not have the power to excuse him/herself from the board meeting attendance and in that case, the board vice president shall excuse the president. Or: b) for cause or no cause, if before any meeting of the board at which a vote on removal will be made the director in question is given electronic or written notification of the board’s intention to discuss her/his case and is given the opportunity to be heard at a meeting of the board. | Julie to print out 501c3 regs for board to review for next meeting.  Motion to remove Alejandra made by Jenny, seconded by Julie. 2/3 vote of board members in office passed. Alejandra will be formally notified of removal via email. |
| ANNOUNCMENTS |  |  |
| Regions Bank | WTH is currently charged $7/mo with Regions but previously WTH was charged only $5/mo. Cynthia Chapa, Branch Manager, will change WTH account to foundation status, limiting transactions to 75 per month. Lisa is confident we can stay under this with the potential of mission trip months, as the most transactions WTH has made is 52 in one month. | Lisa to follow up with Bank Manager regarding refund of fees. |
| Nikhil | Working at Abbott Pharmaceutical appreciation letter from team supervisors |  |
| Alvin Chamber membership | Tabled |  |
| Cloth Diapers | Bev Larson from Alvin is willing to make cloth diapers for the next trip to bring to The Sisters of Charity. Lisa will communicate with Bev on mission trip dates. | Jenny motioned for WTH to pay for supplies, Julie seconded |
| NEXT MEETING |  |  |
| TBD |  |  |
| AJOURNMENT |  |  |
| Closed at 7:46 PM | Closing prayer by Jenny |  |
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Minutes recorded by Sarah Keller