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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: February 18, 2020  Time: 6:45 PM  Location: 414 Towne Ct. Alvin, TX 77511 |

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| **ITEM** | **DISCUSSION** | **RECOMMENDATION** |
| Call to order: 6:40PM |  | None |
| Prayer | By Jenny | None |
| Review of minutes | Reviewed by Sarah Keller | Lisa votes to pass minutes. Jenny seconds. |
| OLD BUSINESS: |  |  |
| None. |  |  |
| NEW BUSINESS: |  |  |
| Financials of WTH | Profit & Loss of 2019  Donations by Donor Detail 2019  Approve 2019 fiscal year financials for public review  Bank balance $15,521.06  990- N Tax for filed for 2019  Review and approve bills: website bill $17.99. Discussed admin budget possibility. | Reviewed  Reviewed  Jenny votes to pass profit and loss statements. Julie seconds.  Reviewed  Reviewed  Sarah motions to start Admin Budget for paper, ink and other office supplies for $600 annually. Jenny seconds. |
| Corporate Review Policy | Employee/Missionary Code of Conduct-under review | Tabled until further notice. Biggest need is when Lisa and other team members stop going as WTH grows. |
| Intern Education | Updates and monetary request review and vote. $850 semester for May vote. Paydes missed a semester due to riots but is back in school now. | Jenny motions to send $950 for Paydes schooling to include books and transportation. Julie seconds. |
| USA work review | Steve- Homeless man in Alvin with end stage liver cancer. Passed in clean and dry home next to his mother at his bedside. Total cost: $2,624.33  Ellie- elderly who needed housework in Brocton, NY with chronic UTIs and will need assistance with activities of daily living (ADIs), mainly showering, which is not being done. $360 approved by the Board on 09/11/2019 but only $300 was used. Board approved another $200 for a total of $260 to be sent to Olive to facilitate treatment for Ellie by Lory McNear, a missionary in Brocton.  Laura- 51-year-old female with history of RSD, pneumonia, and stage 4 decubitus. | Reviewed  Reviewed. Lisa to get with Olive to see how many hours a week Lory works with Ellie.  Reviewed. Conflict of interest, Board cannot assist. |
| August Mission Trip | Team review: Teah Bland, ER RN, Gabbi Smith, Rhonda paramedic. Team to meet the Board and begin discussing details after meeting 2/18/2020.  Lodging review: 4 total to review.  Review expenses: Paydes expenses for August clinic set up- clinic cleaning ($50), phone minutes, travel expenses, etc | Reviewed  Lisa motions for WTH to pay for lodging. Jenny seconds. Jenny motions to pass lodging at Lakay Poze. Julie seconds. Jenny remotions to allow $2,000 which includes tip but if anything is more than that to come back to the Board. Julie seconds.  Lisa motions to send Paydes $100 for operational expenses to set up August clinics. Jenny seconded. |
| Marketing | Website updates: Steve, Ellie, and Paydes stories. Lisa updated website with Steve and Ellie’s stories and wants to post Paydes story (read aloud).  Shell Oil Company Foundation Matching Gifts Programs.  Amazon link to receive donations: https://smile.amazon.com/ch/81-2026805 | Reviewed. Lisa motions to post Paydes story to website. Jenny seconds.  Tabled for next meeting.  Sarah instructed to create “how to” for using Smile Amazon with instructions and will include information regarding the amazon app. |
| Alvin Chamber of Commerce | Review | Tabled for next meeting. |
| Shipping Container | Discuss shipping container status. | Lisa tasked with meeting Tina Perea regarding shipping container as a loss. |
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| ANNOUNCMENTS |  |  |
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| NEXT MEETING |  |  |
| TBD |  |  |
| AJOURNMENT |  |  |
| Closed at | Closing prayer by Julie |  |

Minutes recorded by Sarah Keller