

Honduras Agape Foundation Board Meeting

November 18, 2009

First Presbyterian Church--Aiken

Attendance: Bill Bengtson, Allen Blancett, June Blohm, Ken Blohm, George Dewhirst, Karen Livingston, Ed Norton, George Sewell, Randy Shelley, Jerry Taylor, Tommy Thompson, Roxanne Turnipseed, Sam Turnipseed

1. Meeting was opened at 7:00 pm with a devotional and prayer by Karen.
2. Meeting agenda was approved.
3. **Consent Agenda** (see Attachment #1 for Financial Status Report)
Consent agenda motions were approved as written without further discussion.

4. Committee Reports—questions, motions, actions

a. Executive—Allen

--Allen expressed appreciation for Jerry Taylor's leadership during the last two monthly meetings and the Visioning Conference held on October 31. He then shared updates from a recent PCUSA mission conference and a presentation about HAF given at the local Rotary club luncheon meeting. He mentioned that there are three Power Point slide presentations available for use by anyone who may be interested. These presentations cover HAF medical outreach, education initiatives, and a general overview of HAF.
--Two proposed revisions to HAF bylaws were made which would allow the Board to conduct business at regularly scheduled monthly meetings occurring less than 30 days apart. These revisions apply to Article 4.3 (amendments to the bylaws) and Article 9.1 (nomination of the slate of officers and directors by the Nominating Committee).

(1) **MOTION: Change the last sentence of Article 4.3 of the Bylaws from:**

"These slates must be presented to the Board at least thirty days prior to the meeting at which the election will be held." to: "These slates must be presented to the Board at least twenty-eight days prior to the meeting at which the election will be held."—Motion approved for inclusion on the consent agenda for the Dec. 16 Board meeting.

(2) **MOTION: Revise Article 9.1 of the bylaws, which describes how the bylaws may be amended from: "Amendments: These bylaws may be amended, restated, or repealed by a two thirds vote of the Board provided that the proposed additions or changes have been submitted in writing to all Directors not less than thirty days prior to the meeting at which such formal action is to be sought."** to:

"Amendments: These bylaws may be amended, restated, or repealed by a two thirds vote of the Board provided that the proposed additions or changes have been submitted in writing to all Directors not less than twenty eight days prior to the meeting at which such formal action is to be sought."—Motion approved for inclusion on the consent agenda for the Dec. 16 Board meeting.

b. Nominating—Ed (see Attachment #2)

Ed presented the committee's nomination for the 2010 slate of officers and one new candidate for the position of Board Director. Additional nominations from the floor for both officer and director positions are now being accepted and will be included as part of the vote at the Dec. meeting. The committee will continue to work on identifying new Director candidates to fill additional openings on the Board. Ed mentioned that he would be resigning from the Board effective in January due to family health concerns. This will leave two openings on the Board—his position and the one vacated by Anne Buffington.

c. Awareness and Development—Bill

Bill discussed possible ways to publicize HAF outreach in local newspapers. No new information has been submitted to the churches this month.

d. Construction--George D. (see Attachment #3)

George briefly reported on the projects recently completed and those nearing completion in Santa Clara and on the Justa stove recently completed in the Tejeres community. George submitted some new requests obtained from Jicaró, but mentioned that no further action has been taken on these or previous project proposals pending further follow-up on the holistic approach strategy addressed during the visioning conference. In follow-up to the question regarding the use of the new kitchen pantry at El Porvenir, June

reported that Maynor is still awaiting feedback from one of the teachers to determine whether there is any interest in a Justa stove being constructed there.

e. Medical—June (see Attachment #4)

Dental Program Updates—The committee is planning to reinstitute education on brushing and flossing as part of the fluoride treatment program in the schools.

February Dental Trip—June submitted a letter to the doctors at the Quimistan Hospital to formalize an agreement regarding the upcoming dental trip and requested feedback from them by mid December.

Possible Dental equipment—Chip Still has a dental chair and ceiling mounted light he is willing to donate to HAF, but HAF must first determine a location that is suitable for their use. Chip also agreed to help arrange for transportation as far as San Pedro Sula if necessary. Another possible source of donated equipment being considered is the Army surplus equipment site.

Donation of Medications—Alan Moses and Doug Cook, a retired pharmaceutical sales representative, have been working to obtain donations of medications to support our medical outreach programs. They just received word that a local Aiken pharmacy is possibly willing to donate a year supply of the top 10 medications used in this program. We are currently awaiting a formal confirmation of this offer.

f. Evangelism and Nurture—Roxanne (No report.)

g. Travel—Roxanne (No report.)

Urgent need—*Travel Coordinator to succeed Roxanne*

At the end of the meeting, George Dewhirst mentioned that he would be willing to serve as the new Travel Coordinator if someone else would assume his role as Construction Committee chair. No formal action was taken on this issue yet pending further evaluation of committee chair positions and structure.

h. Fundraising—Ken (see Attachment #5)

Ken reviewed his report, then he and Roxanne reported on the status of the cookbook project. Board members expressed deep appreciation for the hard work of Diane Kingery and Mandy Thompson in editing the recipes and preparing them for publication. If all goes as planned, the cookbook should be ready for sale the first or second week of December. The committee requested the assistance of available Board members to help with the printing at SAPC on Tues. Dec. 1. Members discussed ways to market the cookbook in the churches and community.

i. AP—Ken (see Attachment #6)

Ken reiterated the need for bilingual assistance to help translate the letters received from the AP students and the responses sent by the donors. Bill Bengtson agreed to help with this need. Additional discussion focused on concerns about the allocation of funds to cover HAF administrative expenses and their relationship to the various committees and programs.

MOTION: For the 2010 budget year, eliminate 10% deduction from AP funds and use non-designated donations to cover Administrative expenses.—Motion was tabled pending in-depth evaluation of the current administrative expense accounting practices. Ken, Roxanne, and Allen agreed to follow-up on this by analyzing the data from the past year(s).

j. QVS—Sam (No report.)

k. Highway Ministry--George D. (see Attachment #7)

George reported that the feeding ministry continues according to schedule, and the Justa stove has been completed.

5. Unfinished Business

a. HAF Registration as Honduran NGO—Allen

In October, Allen delivered all of the necessary legal documents required to obtain NGO status in Honduras in accordance with the original requirements stated by Dr. Paz (the Honduran lawyer who provided initial legal counsel regarding this process in January 2009). New communication just received from Dr. Paz lists additional stipulations required to meet the criteria. Because these requirements are very different from those originally communicated, Ken Blohm agreed to follow-up with Chip Still, who has worked with another NGO in Honduras, to get other input regarding the accuracy of the new list of requirements. In the meantime, Allen will ask that Suyapa regain possession of the documents submitted until further decisions can be made about whether to pursue NGO status there.

b. Follow-up to Visioning Conference--George D. (see Attachments #8 and #9)

George reviewed the community worksheet that was developed as follow-up to the visioning conference. Allen agreed to develop an Integrated Planning Committee to identify next steps and help coordinate

appropriate mission team activities. June presented a graphic illustration of the holistic approach to ministry, the “Road to Self-Sufficiency,” depicting the partnership between HAF and local leaders in areas including health and hygiene training, construction of latrines, education, clean water, microenterprise, and other related activities.

c. Love Offering Analysis--Ken and June

The Blohms presented information comparing the love offerings provided for all of our regular support staff in Honduras. Board members reviewed this information and discussed relevant concerns and questions relating to current practices. Further input from the administrative cost overview will be used to help identify whether to recommend additional adjustments to our current love offerings. At the end of the discussion, the motion from the Travel Committee presented at the October meeting that had been tabled was resubmitted for a vote.

MOTION: Increase the love offering for the two hospitality ladies from the current rate of Lps. 250/day (\$13.23) to Lps. 275/day (\$14.56).—Motion passed.

d. Follow-up on Issues Involving Support Personnel—Allen

Allen mentioned that HAF has remitted voluntary payments to Miami/Dade County for mission team services provided by one of our support personnel this past year. To our knowledge, no further action has been taken on other personal matters identified a year ago.

6. New Business

a. Revision of Current HAF Mission Statement

Concern has been raised that the current wording of the HAF mission statement is easily misinterpreted to imply that HAF’s ministry only supports outreach to the community of believers, rather than entire communities, including nonbelievers. For this reason, a motion was made to revise the statement to show that our outreach programs are done for all members of the communities we serve, but that we also provide spiritual encouragement and support for local Christian believers. The new wording also emphasizes the holistic approach of partnership and local participation in HAF activities.

MOTION: Revise the mission statement as stated in Article 1.2.B of the bylaws to read: “To manifest the love of Jesus Christ to the people of Honduras by partnering with the local community members to provide medical and health care and educational support, construction of homes and other community facilities, and care for the children. HAF will also encourage and support the outreach of the local Christian believers within their communities.”—Motion approved as worded for inclusion on the consent agenda for the Dec. meeting.

b. Letter from First Presbyterian Church, Starkville

The letter from Pastor Olin McBride and HAF Board member Anne Buffington was discussed. Although many Board members expressed sadness and concerns over the potential impact this separation would have on the mission outreach in Honduras and our partners there, all agreed on the importance of seeking to maintain harmony and maintaining open communication with Starkville as we coordinate mission activities to prevent confusion and competition between our teams. Specific concerns and questions will be dealt with as they arise.

7. Next Monthly BOD Meeting: Dec. 16, 2009 First Presbyterian Church Aiken (Conference Room)

8. Meeting adjourned at 9:32 pm.

9. Allen closed with prayer.

Consent Agenda

General Motions:

1. Approve the minutes of the Oct. 21, 2009 meeting as written.
2. Approve the Financial Status Report through October 31, 2009 as written.

Bylaw Policy on Email Voting:

3. Motion as amended at the Oct. 21, 2009 BOD meeting: *Change the bylaw policy for email voting (as recorded in Article 3.8) to read as follows: The Board may take action without a formal meeting if consent is obtained in writing or by email, setting forth the proposed action to be taken, and approved by the Directors. Consent may be executed in one or more communications, all of which together will constitute a consent of the Board. Two or more objections or any combination of three non-votes and objections would defer the motion until a meeting of the Board. The Secretary shall file the consent with the minutes of the meetings of the Board. Such consent shall have the same force and effect as a vote in session and may be stated as such in any articles or documents filed with the State of South Carolina, as required by law.*

Respectfully Submitted,
Karen Livingston, Secretary

All Committee Reports Follow as Attachments

Attachment #1
Financial Status through October 31, 2009

	July	August	September	October	Sum since 11/1/08 (last 12 months)
Beginning each month					
Cash in Checking Account	\$ 8,382.18	\$ 5,167.22	\$ 10,429.55	\$ 7,190.85	
Cash in Vanguard Account	\$ 18,720.44	\$ 8,722.80	\$ 8,724.34	\$ 8,226.07	
Cash in Quimistan Bank	\$ 2,774.40	\$ 713.82	\$ 714.91	\$ 712.62	
Total Cash--Beginning Month	\$ 29,877.02	\$ 14,603.85	\$ 19,868.80	\$ 16,129.54	

Deposits to Checking Account

Designated

Agape Promises	\$ 696.00	\$ 510.50	\$ 80.00	\$ 160.00	\$ 18,393.00
Mission Trips	\$ 940.00	\$ 10.00	\$ 4,100.00	\$ 5,014.70	\$ 39,828.77
Home Construction	\$ -	\$ -	\$ -	\$ -	\$ 4,134.41
School Construction	\$ 1,300.00	\$ -	\$ -	\$ -	\$ 15,600.00
Meds, Anti-parasites, fluorides	\$ -	\$ 660.00	\$ -	\$ -	\$ 960.00
Adopt-a-Village	\$ -	\$ 2,453.65	\$ -	\$ -	\$ 5,068.65
Higher Education Fund	\$ -	\$ -	\$ -	\$ -	\$ 826.00
Children's Home Fund	\$ -	\$ -	\$ 300.00	\$ -	\$ 6,156.84
Highway Ministry	\$ 1,115.00	\$ 215.00	\$ 285.00	\$ 215.00	\$ 3,480.00
Benevolence Fund	\$ -	\$ 150.00	\$ 305.00	\$ -	\$ 1,978.00
Santa Clara ministry	\$ -	\$ 50.00	\$ 50.00	\$ 1,050.00	\$ 7,342.00
Travel Scholarship Fund	\$ -	\$ -	\$ -	\$ -	\$ 300.00

Undesignated

General Donations	\$ 1,200.00	\$ 3,103.00	\$ 960.00	\$ 1,425.00	\$ 21,871.71
Newsletter Response	\$ -	\$ -	\$ -	\$ -	\$ 1,455.00
Fundraising Campaign Response	\$ -	\$ -	\$ -	\$ -	\$ 4,300.00
Misc.	\$ 586.70	\$ 110.00	\$ 73.27	\$ 30.00	\$ 653.38
Total Deposits	\$ 5,837.70	\$ 7,262.15	\$ 6,153.27	\$ 7,894.70	\$ 132,347.76

Disbursements from Checking Account and Vanguard Account

"Nondiscretionary Recurring Expenditures"

Agape Promises	\$ (1,140.00)	\$ -	\$ (3,000.00)	\$ -	\$ (15,029.52)
Mission Trip Expenses	\$ (3,970.05)	\$ (851.99)	\$ (394.70)	\$ (5,775.80)	\$ (38,795.62)
Medical Support (inc. Doctor & Nurse)	\$ (2,250.00)	\$ (51.30)	\$ (2,750.00)	\$ -	\$ (13,848.25)
Dental Incl. Fluorides	\$ -	\$ (496.69)	\$ -	\$ -	\$ (4,196.19)
Administrative Exp. Honduras	\$ (995.00)	\$ (587.98)	\$ (688.00)	\$ -	\$ (7,088.97)
Administrative Exp. USA	\$ (280.25)	\$ (11.86)	\$ (617.27)	\$ (21.25)	\$ (2,367.06)
Evangelism	\$ (152.93)	\$ -	\$ -	\$ -	\$ (1,173.03)

Discretionary Expenditures

Building Homes	\$ -	\$ -	\$ -	\$ -	\$ (7,044.41)
School Projects	\$ (7,503.07)	\$ -	\$ -	\$ (2,771.00)	\$ (19,927.58)
Clinic Upgrades	\$ -	\$ -	\$ -	\$ -	\$ -
Community Projects	\$ -	\$ -	\$ (1,400.00)	\$ -	\$ (1,795.05)
Vehicle Expense	\$ -	\$ -	\$ -	\$ -	\$ (1,200.00)
Highway Ministry	\$ (1,434.66)	\$ -	\$ (360.00)	\$ (215.00)	\$ (3,449.66)
Misc. cost	\$ (891.70)	\$ -	\$ 6.00	\$ (1,674.22)	\$ (3,453.31)

Other Designated Funds

Higher Education Fund	\$ -	\$ -	\$ -	\$ (381.05)	\$ (1,412.91)
Benevolence Fund	\$ -	\$ -	\$ (498.00)	\$ -	\$ (1,978.00)
Travel Scholarship Fund	\$ -	\$ -	\$ -	\$ (100.00)	\$ (950.00)
Santa Clara Ministry	\$ (435.00)	\$ -	\$ (190.00)	\$ (1,050.00)	\$ (7,142.00)
Children's Home Fund	\$ -	\$ -	\$ -	\$ -	\$ (2,000.00)
Total Disbursements	\$ (19,052.66)	\$ (1,999.82)	\$ (9,891.97)	\$ (11,988.32)	\$ (132,851.56)

Deposits to Vanguard Account

Wachovia Checking to Vanguard	\$ 7,000.00	\$ -	\$ 8,000.00	\$ -	\$ 84,000.00
Interest Earned on Vanguard Deposits	\$ 2.36	\$ 1.54	\$ 1.73	\$ 0.96	\$ 89.84

Disbursements from Vanguard Account

Vanguard Wires to Quimistan	\$ (17,000.00)	\$ -	\$ (8,500.00)	\$ (5,000.00)	\$ (86,500.00)
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Other wires to Quimistan

Western Union Wires to Quimistan				\$ (1,000.00)	\$ (5,800.00)
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End of Month

Cash in Checking Account	\$ 5,167.22	\$ 10,429.55	\$ 7,190.85	\$ 8,097.23	
Cash in Vanguard Account	\$ 8,722.80	\$ 8,724.34	\$ 8,226.07	\$ 3,227.03	
Cash in Quimistan Bank	\$ 713.82	\$ 714.91	\$ 712.62	\$ 2,277.99	
Total Cash--End of Month	\$ 14,603.85	\$ 19,868.80	\$ 16,129.54	\$ 13,602.26	

TOTAL OF DESIGNATED FUNDS \$ 17,758.88 \$ 22,069.22 \$ 22,446.52 \$ 21,364.37

UNDESIGNATED, DISCRETIONARY FUNDS \$ (3,155.03) \$ (2,200.42) \$ (6,316.98) \$ (7,762.11)

Our finances continue the pattern of the last three months. Although we have money for current needs, we are using funds that have been designated for future expenditures. At the end of October, we had \$13,602 in our accounts, but we have commitments for more than \$21,364, so we are overcommitted by \$7,762. Stated in another way, future commitments that have build up from designated funds continue to exceed total available cash in hand, by \$7,762.

The explanation is complex, but I believe it's solid. In order that you can understand my terminology, here's how I will define the words:

- A. When we receive donations with the request that they be used for a certain thing, and when the Board of Directors accepts those donations, I call those **designated** funds.
 - B. As the money that has been designated for specific purposes goes up or down, our **commitments** for future use of these funds go up or down.
 - C. Donations that we receive that are not designated for a specific purpose, I call **discretionary** funds. These funds are available for whatever expenditures the BOD agrees to.
1. A year ago, at the end of October, 2008, we had future **commitments** for about \$10,985 and **discretionary** funds of about \$7,850, for a total of just under \$18,835 in our accounts at that time. During the past twelve month, the amount of **designated** funds continued to increase more than what we spent on those items, so our **commitments** for future spending increased. For example, the amounts committed for mission trip expenses increased about \$5.25 thousand, commitments for a children's home increased about \$4.1 thousand, and commitments for AP increased about \$1.9 thousand. Commitments for QVS, the scholarship program, and Santa Clara missions dropped by a total of about \$1 thousand. So in total, our commitments increased about \$10.5 thousand. (Don't try to make the pennies match—just get the concept).
 2. The donations that came in almost exactly matched the total expenditures for the year, at about \$132 ½ thousand dollars. So we spent what we got. Unfortunately, however, we were supposed to save the additional **designated** money for future use, and we spent it. In order to do that, we took down some of our excess carried over from before, as well as spending what we shouldn't have spent.
 3. In addition, a year ago we had a little over \$7 thousand in the bank in Quimistan awaiting allocation to the accounts down there. This year at the same time we have \$2,280.
 4. So—at the end of October, our total cash is down about \$5,250 compared with last year. But our commitments are about \$10,500 higher than last year, and that was more than the amount of discretionary money we had a year ago. As a result, now we are in the hole by \$7,762.
 5. We need to stop digging that hole deeper while we wait for additional nondesignated donations to come in. I believe we need to stop our discretionary spending for awhile.
 6. We also need to change our financial reporting mechanism. It has been satisfactory in the past, but as the designated donations continued to rise, we lost track of how we were handling those. So we need a better way to highlight exactly what we are doing with them. We need to be able to see clearly how each committee and the total effort is comparing with what we budgeted. So that will be a high-priority task for our new treasurer and the Finance Committee. It will not be easy, because of the nonlinear spendouts in most of our programs. But we have about five years of reasonably good financial history we can use to build an expected spendout pattern for each major budget item, I believe.

Respectfully submitted by Allen Blancett, not a very good stand-in as treasurer.
November 13, 2009

Attachment #2

Nominating Committee Report for Board Meeting November 18
Submitted November 15, 2009

The Nominating Committee consists of Ed Norton, Chairman, Bill Bengtson, and Tommy Thompson.

The following officers are nominated for a 1-year term beginning January 1, 2010.

President – Allen Blancett
Vice President – Ken Blohm
Secretary – Karen Livingston
Treasurer – Roxanne Turnipseed

The following Board members are serving the 3rd year of their 3-year term. Each have been contacted and have agreed to serve an additional 3-year term. Therefore, they are hereby nominated for an additional 3-year term.

Allen Blancett, Jerry Taylor, June Blohm, Ken Blohm

The following person has agreed to serve a 3-year term beginning January 1, 2010 and is hereby nominated for a 3-year term.

Alan Moses

Respectively Submitted,
Ed Norton, Chairman

Attachment #3

Construction Committee Report for 18 November 2009

1. Activities in Honduras
 - a. Construction of the cafeteria and classroom in Santa Clara are complete.
2. The BioSand Filter (BSF) initiative in Santa Clara has completed 100 filter housings. Distribution to receiving homes is on hold until the weather improves.
3. Several new construction requests have been received: a. a Justa Stove request from Gloria; and b. a request from Santa Clara to construct 2 bathrooms, a shower and a pila at the kindergarten. The committee has not had time to consider these requests and to determine their relative priority with other construction requests; therefore no recommendations will be made at this time. We will also need to re-evaluate all construction projects in light of the community centered focused path that the board has decided to follow.

Respectfully submitted,
George Dewhirst
Construction Committee Chair

Attachment #4

Medical / Health Committee
November 18, 2009 Board Report

- Dental care / prevention – cleaning and fluoride:
 - The dental team will be providing care on February 11, 12 and 13. Randy, Karen and Charlie Wyont will be on the team. The team lost Robbie McFadden as a result of the change of dates from March to February. We will start keeping patient records for the AP youth.
 - Randy provided background information on earlier dental team activities. Based on this information our group agreed to include brushing and flossing training (using their new brushes and toothpaste and floss) as part of the fluoride treatment program in the schools. The brushes, toothpaste and floss will be kept with the teachers to encourage continued use and prevent other uses. The red bilingual oral hygiene instruction sheet will be laminated or put in a plastic sleeve and kept with the teacher. Support from the AP youth during the training will be encouraged.
 - Alan has found some potential dental equipment on the DMR site. He has submitted an application on HAF's behalf to establish our eligibility.
 - Karen confirmed info on the DENTON Program, a DOD Humanitarian Assistance Program, as a source for shipping donated equipment. Allen had previously listed HAF and the foundation appears in the dropdown box. Thus HAF can now apply for a space available shipment.
- Eye video –George Sewell and Tommy plan to have a preview of the English version of the eye video ready for the next Board meeting.
 - Ken will determine the glasses to be ordered from the Lions for the January clinic.
- Work in the aldeas
 - Focus on Las Montanitas – village leaders and two women interested in receiving community health worker training, have been identified.

- Maynor is following up on the possible use of Justa stoves as a preventative for the high incidence of respiratory problems encountered in Las Montanitas and Teo.
- Karen will identify sources of training and materials for the small villages.
- The Blohms will obtain funding for tools and training
- Maynor is working with other aldeas, including the Highway Ministry, to identify village leaders and folks to be trained.

- Going forward using the Quimistan hospital for brigades (2 planned)
 - The Doctors at the Quimistan Hospital have agreed we can use the hospital for the planned clinics. We agreed to write and inform the group of doctors of the dates and our needs and ask them what they need and what will it take to formalize this agreement.
 - Agape clinic recommendation – once we have an agreement with the hospital, we will inform the Agape clinic that the services currently provided at the Agape clinic will be provided at other locations

- Obtain lower cost meds –
 - Alan is working with Doug Cook on this initiative. Doug will pursue his contacts as the initial effort. This will be followed up with Alan's letter campaign.
 - What to do about opportunity for expired meds? Pending. We will ask Dr Elsa if she will use expired meds.
 - Karen will contact Roger Carr of Glaxo Smith Kline to determine if we can obtain donated items to take with the January and subsequent teams.

Respectfully submitted,
 June Blohm
 November 13, 2009

Attachment #5
 Fundraising Report Year End Report
 Board of Directors Meeting--November 18, 2009

<u>Letter Campaign – Final Report</u>	<u>Received</u>	<u>Projected</u>
● Adopt a Village	\$2,175	
● Fluoride / De-worming	225	
● Construction	25	
● Agape Promises	400	
● Highway Ministry	100	
● Oasis	200	
● Pure Water	70	
● Undesignated	4,825	
Total	<u>\$8,020</u>	
<u>FPCA</u>		
<u>Intergenerational Trip</u>		
● Adopt a Village – Desks and Chairs	\$2,453	
● Fluoride	288	
● De-worming	272	
Total	<u>\$3,013</u>	
<u>Other Giving</u>		
● Adopt a Village 2009 (LM & Teo)	750	750
● Justa Stoves for above		1500
● Alternative Gifts		TBD
Total	750	\$2250+?
<u>Cookbook</u>		\$2000
Total	\$11,783	\$4250

Grand Total 2009

\$16,033

Submitted by Ken Blohm, Fundraising Chair

Attachment #6

Agape Promises
November 18, 2009 Board Report

School situation in Quimistan

- The elementary schools closed early this year to allow for preparations for the end of November elections. As a result, the younger children lost about a month of school.

Bible Study attendance

- Many elementary age children not in the program have been attending Bible study regularly. Their participation and attention is excellent. Also they share a meal along with the AP youth.

2009 School Year news

- Richard and Melanie Mullenax will be sponsoring Laura for her first year of university. Laura plans to study medicine.
- Overall, this year's grades are better than in previous years. Many of the 6th graders received honors diplomas.
- Letters from the AP students to their sponsors have been coming in at a rapid rate. Once a sponsor receives their letter, many immediately respond which is a blessing for the youth. The translation activity has become overwhelming. **Additional bi-lingual support in 2010 is required.**

Sponsor renewals for 2010

- Letters for AP renewal for 2010 will be sent to sponsors for by the end of November.

Funding of administrative expenses. When Maynor joined the foundation staff, the majority of his time was spent on AP related tasks. As a reflection of that emphasis, 10% of the AP funds were deducted to cover administrative expenses in Honduras. Over the last 2 years the focus has broadened and he is now actively involved in all aspects of the foundation affairs. It is no longer appropriate for the AP program to be the sole source of funding of administrative expenses. It is more appropriate for the administrative expenses to be funded through non-designated donations to the foundation.

Motion: For the 2010 budget year, eliminate 10% deduction from AP funds and use non-designated donations to cover Administrative expenses.

Respectfully submitted,
Ken and June Blohm
November 14, 2009

Attachment #7

Highway Ministry Committee Report 18 November 2009

1. Activities in Honduras

- a. The Friday and Sunday feedings of Tejeras Community children continue.

2. Sixto, the Justa Stove builder from Santa Clara, with assistance from Omar and Olvin constructed a stove at the new meeting/feeding area in Tejeras last week.



Submitted by George Dewhirst

Attachment #8

Long Range Planning Meeting Information

Our Mission: To manifest the love of Jesus Christ to the people of Honduras by providing medical and health care and education, resources to construct homes, and care for the children, and other support for the community of believers.

Values and Principles from which we believe all of the programmatic and individual committee plans should be developed.

- To live the example and love of Jesus Christ among all we encounter, developing relationships which reflect God's Love (AGAPE).
- Identify, develop, and work with local leaders who communicate local needs and recommend priorities for our efforts.
- Enable local people through education and training to maintain the benefits as we transfer responsibilities to them and move on to other projects. It is our desire to develop skills (e.g. construction, sewing, gardening and other enterprises) which will improve the lives of the people.
- Encourage and develop self-sufficiency in all areas, where we assist.
(As much as possible within the economy)
- Encourage the development of micro enterprises (such as brick factory, making blocks, or crafts) in order to provide local employment and income for members of the community.
- Increase local participation in community projects to provide a sense of ownership and self esteem, while working toward self-sufficiency
- Encourage outreach by each village to other villages and others in their own village who are more needy
- Develop an exit strategy for each program to avoid continued dependency, and create evaluation metrics to assess our program progress (So that we are walking on a well marked path versus going on a random walk in the woods.)

Procedure for Holistic Approach

1. Identify local leaders from a village council, pastors, teachers who are interested in working with us.
2. Have community meetings to involve as many people as possible.
3. If we cannot obtain adequate local support for our activities we must move on
 - a. Respected in community
 - b. Willingness to receive training
 - c. Willing to put in sweat equity and/or monetary support
 - d. Willingness to take ownership as demonstrated by participation in beginning steps of programs

4. Perform a community evaluation (Noting that we never start with an answer – we always start with a question)to identify:
 - a. Needs
 - b. Skills
 - c. Assets
 - d. Educational opportunities
 - e. Faith life
5. Formulate a plan of action
 - a. Evaluate what we believe we can provide
 - i. Go out and get help where needed
 - b. Meet with leaders to establish priorities and projects for the village
 - i. How will they use facilities?
 - ii. Establish mutual expectations for participation
(good stewardship and outreach)
 - c. Agree on an implementation plan
 - d. Maintenance training
 - e. Formulate success criteria
6. Exit strategy
 - a. Tangible
 - b. Achievable
 - c. Measureable
 - d. How long do we expect to take?

Programmatic Themes (for work in Honduras)

- Construction – building structures, water filters, and stoves.
- Medical – preventive, corrective, hygiene, dental, vision care, water testing, evaluating community health training.
- Education -- AP, QVS, other community AP like programs
- Microenterprise development
- Evangelism & Nurture – including evangelism in all other programmatic themes and supporting activities such as VBS. Any other ways to spread the Good News.

Submitted by Jerry Taylor

**Attachment #9
Community Status Worksheet**

Attribute	Santa Clara	Tejeras	La Montañita	Texoxengalis
Community Ldrs. ID'd	yes (continuing)	yes	yes	yes
Community Ldrs. Names	Florencio (Lencho) Rápalo, Sixto Interiano, Nelson Pineda, Otoniel Rápalo, Mina Rápalo, Amalia Lopez, Arturo Antelo, Suyapa Perdomo	Jos Castillo Lopez (spkmn), Omar Carcamo Matute, Vilma Estella Romero, Kenya Johana Mengivar	Genero Paz Bartalo Gonzales Juana Dubon Maria Gonzales Orlin Romero Pacheco Xiomara Dubon	Juan Jos Carbajal (Spkmn), Candida Arita, Jeny Xiomara del Cid, Elder Chevez
Basic Hygiene Training Compltd.			Outlook December/January	
Need #1	Clean Water (BSFs); 100 completed 11/11/09	Clean Water	Bathrooms for school	Medical Care
Need #2	Justa Stoves; 43 completed 9/09	Health Care (deworming & vitamins)	electricity (possibly handled by politician)	School Roof Replacement
Need #3	Pre-school buildings; construction underway, nearing completion 11/12/09	Feeding of Children	reinforce water system	Repair Cafeteria/kitchen
Need #4	kindergarten bathroom/shower facility		latrines for those without	Construct Pilas for 20 homes
Other Support provided	Homes, Support for 17 Children's Education, fluoride, deworming, Kindergarten classroom and kitchen	Children Feeding, Justa stove	Medical Brigade Visits School Desks and benches	Medical Brigade Visits, School Desks and Benches, clothing given out at Medical Clinic
Evangelism completed	VBS, Field Day	VBS	VBS	
Community Health Workers ID'd			yes	

Attribute	El Pinal	Banderas	Jicaro	Nueva Esperanza
Community Ldrs. ID'd			yes	
Community Ldrs. Names			Marcos Antonio Lara Maria Bertilla Ortiz Cruz Lorenzo Pedro Cruz Modesto Amaya	
Basic Hygiene Training Compltd.				
Need #1			bridge	
Need #2			purchase land for soccer field	
Need #3			install cable for TV	
Need #4			add new school room	
Other Support provided	Medical Brigade Visits, school classroom	Medical Brigade Visits, Electric Power in school	Medical Brigade Visits, installed pwr and lights in school, bathrooms/shower facility, windows, fans and door?	Medical Brigade Visits
Evangelism completed	VBS	VBS (2007 or '08) + distribute beans and rice	VBS	
Community Health Workers ID'd				