

Honduras Agape Foundation Board Meeting

December 16, 2009

First Presbyterian Church--Aiken

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

Excused: Bill Bengtson, Ken and June Blohm

1. **Meeting opened around 7:15 pm with a devotional and prayer by Ed.**
Several Board members took time to briefly share memories and express gratitude for Ed's commitment to HAF and his past years of service on the Board of Directors.
2. **Meeting agenda was reviewed and approved.**
3. **Consent agenda was approved as written.** (See Attachment #1)
4. **Committee Reports—questions, motions, actions**
 - a. **Executive**—no report
 - b. **Nominating—Ed**
There are two one-year-term openings on the Board of Directors left vacant by Ed Norton and Anne Buffington. One potential director candidate has been approached, and we are still awaiting his response.
 - c. **Awareness and Development—Roxanne** (See Attachment #2)
Newsletter--The year-end newsletter has been mailed out and copies have been supplied for distribution at local supporting churches. We were able to decrease the total cost of production by printing the newsletter at a local church. Return donations from the newsletter will be used to help determine the cost benefit for sending out the newsletter and help determine the frequency of future mailings.
Website-- Links to the current newsletter and the one from last year have been added to the website. Roxanne noted that our website does not have information about our Highway Ministry, so she will add this information.
 - d. **Construction--George D.** (See Attachment #3)
George is currently awaiting feedback from an integrated planning strategy before moving forward on requests for construction related assistance that have been received.
 - e. **Medical** (See Attachment #4)
Tommy reported that the English version of the Auto-refractor training video has been completed.
MOTION: *Donate \$100 to the Agape church in thankfulness for their support of our medical ministry in Quimistan.*—Motion failed for lack of a second to the motion. The committee chair, was not present to provide additional information regarding this motion.
 - f. **Evangelism and Nurture**—no report
 - g. **Travel—Roxanne** (See Attachment #5)
The current inventory of mission team member t-shirts is not sufficient to meet the size requirements of individual team members, but in order to purchase them at the \$10 rate currently charged to team members, we must order a minimum of 50 shirts. There is upfront cost to order the shirts, but the cost of each shirt will be recouped by individual team members over time. The sizes ordered may be adjusted from the original prediction based on the known and anticipated demand, but the total number will remain at 50.
MOTION: *To order 50 T-shirts in the same color as last year, to go with the 50 of those we have remaining at a cost of \$499.69.*—Motion passed.
 - h. **QVS**—no report
 - i. **Highway Ministry--George D.** (See Attachment #6)
Feedings continue twice a week, and the recently completed Justa stove is being used to help prepare the feedings.
 - j. **Fundraising—George S.**
Cookbook sales are underway with cookbooks on display at local churches and other locations identified by HAF Board members and supporters.
 - k. **AP**—no additional report (See Attachment #7)
5. **Unfinished Business**
 - a. **Voting on Officers and Director Candidates for 2010**
Officers: The slate of officers for 2010 was approved by unanimous vote:

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

Director: Alan Moses was approved to serve a three year term beginning Jan. 2010.

6. New Business

Request for Supplemental Educational Funding for Santa Clara Students for 2010 Year

A request was received for HAF to provide funds to cover the remaining \$807 cost of educational expenses for 24 students in Santa Clara attending secondary education or college. Other organizations and donors have already provided a little over \$3000 toward the overall cost. Two HAF donors have agreed to fund this remaining expenditure.

MOTION: Approve the expenditure of \$807 from designated donor funds to support educational needs in Santa Clara.—Motion passed.

7. Final Remarks

a. Administrative Costs

Jerry initiated discussion about issues involving administrative costs and how to manage/allocate them effectively. The motion was made to remove from the table the motion from the November meeting relating to the use of AP funds for administrative support, but the motion failed. The finance committee has not yet had a chance to review the issues and present a recommendation to the board at this time.

b. Church Support

Sam provided some possible ways to get fellow Sunday School members involved in supporting HAF by encouraging them as a class to sponsor children, fund HAF outreach projects, and assist with sale of cookbooks and other publicity. He encouraged Board members to engage fellow church members to participate actively.

8. Next Monthly BOD Meeting: Jan. 6, 2010—South Aiken Presbyterian Church Library

9. Meeting adjourned at 8:15 pm.

Consent Agenda

General Motions:

1. Approve the minutes of the Nov. 18, 2009 meeting as written.
2. Approve the Financial Status Report through November 30, 2009 as written.

Revision of Bylaws:

3. Article 4.3—Regarding the Nominating Committee's presentation of the slate of officers and slate of directors

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."

4. Article 1.2.B—Regarding the Mission Statement

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."

5. Article 9.1—Regarding amendments to the Bylaws

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.*

Respectfully Submitted,
Karen Livingston, Secretary

All Committee Reports Follow as Attachments

Attachment #1

HAF Financial Status--Through November 31, 2009

	August	September	October	November	Sum since 12/1/08 (last 12 months)
Beginning each month					
Cash in Checking Account					
Cash in Vanguard Account	\$ 5,167.22	\$ 10,429.55	\$ 7,190.85	\$ 8,097.23	
Cash in Quimistan Bank	\$ 8,722.80	\$ 8,724.34	\$ 8,226.07	\$ 3,227.03	
Total Cash--Beginning Month	\$ 713.83	\$ 714.91	\$ 712.62	\$ 2,277.99	
	\$ 14,603.85	\$ 19,868.80	\$ 16,129.54	\$ 13,602.26	

Deposits to Checking Account

Designated

Agape Promises	\$ 510.50	\$ 80.00	\$ 160.00	\$ 1,641.00	\$ 19,082.00
Mission Trips	\$ 10.00	\$ 4,100.00	\$ 5,014.70	\$ 2,100.00	\$ 35,542.66
Home Construction	\$ -	\$ -	\$ -	\$ 65.00	\$ 4,199.41
School Construction	\$ -	\$ -	\$ -	\$ -	\$ 15,600.00
Meds, Anti-parasites, fluorides	\$ 660.00	\$ -	\$ -	\$ -	\$ 960.00
Adopt-a-Village	\$ 2,453.65	\$ -	\$ -	\$ 500.00	\$ 5,193.65
Higher Education Fund	\$ -	\$ -	\$ -	\$ -	\$ 800.00
Children's Home Fund	\$ -	\$ 300.00	\$ -	\$ 187.00	\$ 6,197.84
Highway Ministry	\$ 215.00	\$ 285.00	\$ 215.00	\$ 215.00	\$ 3,695.00
Benevolence Fund	\$ 150.00	\$ 305.00	\$ -	\$ -	\$ 1,978.00
Santa Clara ministry	\$ 50.00	\$ 50.00	\$ 1,050.00	\$ 50.00	\$ 7,242.00
Travel Scholarship Fund	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00

Undesignated

General Donations	\$ 3,103.00	\$ 960.00	\$ 1,425.00	\$ 1,373.25	\$ 22,109.25
Newsletter Response	\$ -	\$ -	\$ -	\$ -	\$ 250.00
Fundraising Campaign Response	\$ -	\$ -	\$ -	\$ -	\$ 4,300.00
Misc.	\$ 110.00	\$ 73.27	\$ 30.00	\$ 217.50	\$ 1,873.78
Total Deposits	\$ 7,262.15	\$ 6,153.27	\$ 7,894.70	\$ 6,448.75	\$ 129,123.59

Disbursements from Checking Account and Vanguard Account

"Nondiscretionary Recurring Expenditures"

Agape Promises	\$ -	\$ (3,000.00)	\$ -	\$ (3,707.33)	\$ (18,736.85)
Mission Trip Expenses	\$ (851.99)	\$ (394.70)	\$ (5,775.80)	\$ (7,743.70)	\$ (46,539.32)
Medical Support (inc. Doctor & Nurse)	\$ (51.30)	\$ (2,750.00)	\$ -	\$ -	\$ (13,848.25)
Dental Incl. Fluorides	\$ (496.69)	\$ -	\$ -	\$ -	\$ (4,196.19)
Administrative Exp. Honduras	\$ (589.23)	\$ (709.25)	\$ (21.25)	\$ (913.75)	\$ (8,417.67)
Administrative Exp. USA	\$ (10.61)	\$ (596.02)	\$ -	\$ -	\$ (1,617.30)
Evangelism	\$ -	\$ -	\$ -	\$ -	\$ (1,173.03)

Discretionary Expenditures

Building Homes	\$ -	\$ -	\$ -	\$ -	\$ (7,044.41)
School Projects	\$ -	\$ -	\$ (2,771.00)	\$ -	\$ (19,927.58)
Clinic Upgrades	\$ -	\$ -	\$ -	\$ -	\$ -
Community Projects	\$ -	\$ (1,400.00)	\$ -	\$ -	\$ (1,795.05)
Vehicle Expense	\$ -	\$ -	\$ -	\$ -	\$ (1,200.00)
Highway Ministry	\$ -	\$ (360.00)	\$ (215.00)	\$ (355.00)	\$ (3,804.66)
Misc. cost	\$ -	\$ 6.00	\$ (1,674.22)	\$ 2,067.33	\$ (239.51)

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	\$ -	\$ (190.00)	\$ (1,050.00)	\$ (100.00)	\$ (7,242.00)
Children's Home Fund	\$ -	\$ -	\$ -	\$ -	\$ (2,000.00)
Total Disbursements	\$ (1,999.82)	\$ (9,891.97)	\$ (11,988.32)	\$ (10,752.45)	\$ (142,122.73)

Deposits to Vanguard Account

Wachovia Checking to Vanguard	\$ -	\$ 8,000.00	\$ -	\$ 4,000.00	\$ 88,000.00
Interest Earned on Vanguard Deposits	\$ 1.54	\$ 1.73	\$ 0.96	\$ (4.65)	\$ 43.80

Disbursements from Vanguard Account

Vanguard Wires to Quimistan	\$ -	\$ (8,500.00)	\$ (5,000.00)	\$ (3,000.00)	\$ (89,500.00)
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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	\$ 10,429.55	\$ 7,190.85	\$ 8,097.23	\$ 2,793.53
Cash in Vanguard Account	\$ 8,724.34	\$ 8,226.07	\$ 3,227.03	\$ 4,222.38
Cash in Quimistan Bank	\$ 714.91	\$ 712.62	\$ 2,277.99	\$ 216.49
Total Cash--End of Month	\$ 19,868.80	\$ 16,129.54	\$ 13,602.26	\$ 7,232.40

TOTAL OF DESIGNATED FUNDS	\$ 22,069.22	\$ 22,446.52	\$ 21,364.37	\$ 13,380.61
UNDESIGNATED, DISCRETIONARY FUNDS	\$ (2,200.42)	\$ (6,316.98)	\$ (7,762.11)	\$ (6,148.20)

Attachment #2
Awareness and Development Update

Newsletter cost/benefit analysis:

1. Our last newsletter was sent out over a year ago. The records show that we received \$1,455 in response to the newsletter. The returns all came in during November [\$1,205] and December [\$250].

The cost was \$561.24 [\$417.30 for printing, \$25.98 for paper/envelopes, and \$117.96 for mailing]

So it cost us \$561.24 to generate donations of \$1,455.

2. Our most recent one was printed at SAPC thus saving us a good bit of money. The cost was:

Paper - \$54.98; color copies - \$137.60 = \$192.58 for printing (A savings of \$224.72.)

Postage - \$50; Labels, envelopes, stickers - \$63.19 (not all of these supplies were used for this mailing so I will call it \$45 as an est.)

Total cost: \$287.58

Donations: pending

3. After emailing the web master to see if we can add the newsletter with a click to our web site, the last two have been added.

4. I also plan to add info on the Highway Ministry as it is not on the web and I had a phone call about it generated by the newsletter article.

Submitted for information only by myself, not a member of the committee,

Roxanne

Attachment #3
Construction Committee Report

1. No activities in Honduras to report
2. Maynor has found a source for procuring all the materials required to construct Justa Stoves during the January Team trip.

Respectfully submitted,
George Dewhirst
Construction Committee Chair

Attachment #4
Medical Committee Report

Obtain lower cost meds

- Alan is working with Doug Cook on this initiative. A big breakthrough occurred when Doug worked with TLC pharmacy. They have pledged a year's supply of the meds on our top 10 list. The non-prescription meds were to be delivered yesterday. Doug is working to obtain prescriptions for the remaining meds.
- What to do about opportunity for expired meds? Dr Elsa noted they would use meds within 3 months of expiration.
- Karen has contacted Roger Carr of Glaxo Smith Kline and is working with him to determine if we can obtain donated items to take with the January and subsequent teams.
- Ken obtained a commitment from Silver Bluff to supply deworming meds at cost.

Dental care / prevention – cleaning and fluoride:

- The dental team will be providing care on February 11, 12 and 13.
- The January team is collecting toothbrushes, paste and floss from their dentists. First Pres Aiken will be collecting the same supplies from the congregation on December 27 and January 3.
- Randy learned of the availability of a dental chair and ceiling lights. Ken is working to get these items from the coast to the hospital in Quimistan.

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 wrote and informed the group of doctors of the dates and our needs and asked them what they need and what will it take to formalize this agreement. They responded via Dra Elsa that they would like to meet with us in January and formalize the agreement.
- Agape clinic recommendation – based on the above we have written MPA and informed them that the services currently provided at the Agape clinic will be provided at other locations as of the middle of December. We thanked them for the use of the clinic these past months and for the courtesies extended to Dra Elsa and Edith.
- Love offering to the Agape church – at this special time of the year when we consider our many blessings, having the use of the Agape clinic these past months has allowed us to continue our medical ministry in Quimistan. **Motion: Donate \$100 to the Agape church in thankfulness for their support of our medical ministry in Quimistan.**

Eye video

- George and Tommy have completed the English version of the eye video. The team will have training in January.
- Ken has ordered 500 pairs of sunglasses from the Lions for the January eye clinic.

Work in the aldeas

- Focus on Las Montanitas – village leaders and three women interested in receiving community health worker training, have been identified. The team is putting together a plan. Currently they are working on materials for the hygiene chat and trainings. Maynor has purchased a blood pressure cuff and a glucometer for training.
 - Maynor conducted a survey of homes exhibiting the problems caused by poor smoke exhaust. The leaders in Las Montanitas have identified 42 potential homes. There is a high incidence of respiratory problems encountered in Las Montanitas and Teo. Maynor will be conducting a similar survey in Teo. We appreciate George Dewhirst's efforts in organizing the troops to obtain the necessary materials and to build stoves in these locations and train the villagers.
 - Karen has sent Maynor potential training materials for his review. We will work with him to provide recommendations.
 - The Blohms have obtained funding for tools for the village health workers and training for hygiene from the Endowment Fund at First Presbyterian Aiken. The funding includes support for the medical brigades for 2010 for the FPCA adopted villages.
- Maynor is working with other aldeas, including the Highway Ministry, to identify village leaders and folks to be trained. Initially, Dra Elsa believes the plan would work best with 2 locations, one remote and one more local.

Respectfully submitted,
June Blohm
December 4, 2009

Attachment #5
Travel Committee Report

1. Teams Booked to Date (12-13-09)

Trip #	Departure Date	Return Date	Openings	Males	Females	Van reserved to ATL	Van reserved from ATL
1	01-14-10	01-23-10	Full-no	7	8	SAPC 4A-12P	SAPC 2P-11P
2	02-04-10	02-14-10	Yes	4	2	SAPC 4A-12P	SAPC 2P-11P
3	04-03-10	04-10-10	Yes	4	11 (5 youth)	SAPC 4A-12P	SAPC 2P-11P
4	06-09-10	06-19-10	Yes			SAPC 4A-12P	
5	06-23-10	07-03-10	Yes	2 (1 youth)	2 (1 youth)	SAPC 4A-12P	SAPC 2P-11P
6	07-06-10	07-16-10	Yes	1		SAPC 4A-12P	SAPC 2P-11P
7	07-28-10	08-07-10	Yes			SAPC 4A-12P	SAPC 2P-11P

2. Motion from committee:

To order 50 T-shirts in the same color as last year, to go with the 50 of those we have remaining at a cost of \$499.69. Sizes to be as follows:

Size	Current Stock	Original Order	Proposed reorder	New total available
Small	0	9	15	15
Medium	6	26	15	21
Large	18	42	20	38
X-Large	20	32	0	20
XX-Large	5	9	0	5
XXX-Large	1	2	0	2
TOTAL	50	120	50	100

Rationale: We have no smalls and few mediums. Ordering 50, makes the cost \$499.69, or about \$10 per shirt, including tax. This is what we are charging the team members for their shirt. The next price break is at 72, which would cost \$657.41, or \$9.13 per shirt. Ordering less than 48 would increase the price to \$13.96 per shirt or more.

3. As an FYI, no communication has been made to the local Honduran support staff for the Jan. trip. Without a Travel Coordinator, the committee is not sure who should handle these details. (The Thomsens know of the trip dates.)

Submitted by: Roxanne Turnipseed

Attachment #6
Highway Ministry Report

1. Activities in Honduras
 - a. The Friday and Sunday feedings of Tejeras Community children continue.

Very Respectfully Submitted,
George Dewhirst

13 December 2009

Attachment #7
Agape Promises Report

School situation in Quimistan

- Last month we noted the early closing of the elementary schools to allow for preparations for the end of November elections. An additional impact of the teacher strikes is the upper grades did not complete various modules so the students received an averaged grade

On December 20 an outing is planned for the youth to mark the end of the year. Bible study will resume In January.

Bible Study attendance - one student was dropped from the program for not attending Bible study.

Another senior high student was dropped from the program due to a change in residence.

Sponsor renewals for 2010

- Letters for AP renewal for 2010 have been sent to all sponsors. In the renewal letter we asked if there was interest in extending the AP program beyond high school. So far the response has been very positive. Nola and Allen Radcliffe will be working with us to begin to structure how this might work.

Respectfully submitted,
Ken and June Blohm
December 4, 2009