

Los Niños de Chapala y Ajijic, A.C. Board Agenda

10:00 AM., Dec 9th, 2008, La Nueva Posada

Directors: Pat Moir, Rick Feldmann, Bill Friend, Lori Skoda, Doug Friend, Pat Percival, Frank Campbell
Volunteers welcome to attend entire meeting.

Frank away to deal with his mother in Flo.

Doug to send instructions to board for how to install Open Office

Pat M moves to approve previous meeting's minutes, Pat P approves

Previously laptops were proposed for the computer lab, concerns were raised about security of same. Decision was made to go with regular Dell desktop machines.

Chapala school expansion

- about 1 year ago, we had a matching 100k grant to upgrade the facility
- wall was built, added classroom, bodega, fix up interior
- this year we were presented another opportunity, interest to teach computers & english
- start with kids then community if successful
- took from beginning of year to now to get paperwork approved
- we had a program put together for 200k pesos
- we got the money 2 weeks ago, told we have until dec 14 to spend the funds. Need to spend wisely
- rick will be going to costco to buy tables & chairs
- original quote for furniture went very high, so rick has gone to another vendor, cheaper & more space
- painting & walls to be done by geena's father
- money is set aside for curtains & rods
- we will also pick up some of the costs of beto's work at the thrift shop

Pat P asked if computers are going to be available in Ajijic. Response was no, due that there is no supervision available at that office upstairs to watch over computer's use.

Bill, we can use the existing computers in the Ajijic office. Also have the touch typing computers that are available.

Rick has sent out the financial reports. All has balanced as expected. Will be posted to website later today.

Question of when the office is open in Ajijic, how much time does Alex work.

Alex is there 5 days per week. Mon & Tue, there from 9-5 in Ajijic. Have high-school students come in in afternoons for computer tutoring. Wed & Thu, open from 9-2. On Friday, staff needs to go out to the field. Office is officially closed on Fridays, staff is out to schools & families. Pat says she has some volunteers available to keep office open. Kate is taking over building the kids bios. We've had complaints that Alex does not answer emails, some kids that we're not sure if they are in school. Follow up to track this has not been fast enough. The bios are for kids that have applied 2 years ago

and are awaiting sponsorship, or are dropped by their sponsors.

Yoli says that there are people in the Riberas area that are extremely poor and need help. Some of these kids not even making it out of elementary. Can we tutor these kids?

Many of the sponsors are not getting contacted by us with the exception of requests for money. Pat, we need a volunteer supervisor to oversee communication. Someone needs to oversee communication between ourselves and our families and ourselves and our sponsors.

Consensus is that we need a volunteer coordinator.

To whom do the employees report to? Rick.

Proposed, can we have sub-committees that would report to the board with specific tasks.

We are not giving out dispenca until Oct grades are given in.

3rd week of the month is the dispenca week

rick will draft out how our operations work, doug will post to website

what job descriptions do geena and alex have?

- rick, we do have job descriptions for them
- they are supposed to go visit the family, build bios, keep records updated in their respective office. All records go to the Ajijic office. Records go back to Chapala office for chapala kids once picked up. Dispenca goes out once a month. Alex was in charge of this, Rick has taken over this process, Alex was over paying people. Mothers have to sign forms when dispenca is given out. Forms come back in and are accounted for. Money left over goes to petty cash in Ajijic. Alex keeps track of this. Money that comes in, receipts are given out, and the funds go to petty cash (safe in Ajijic office).
- There is a free service we can take advantage of for sending out physical email. Doug will advise the board how to do this.
- Pat L, has been talking with a teacher at Loyola (Mexican, educated in the US) who is interested in joining the board. Could be an excellent person for doing the coordinator position to improve the communication between us & sponsors/families.

Need office administrator to help coordinator

Darlene has volunteered to help to get family info organized.

Judith Terry has volunteered to be coordinator until April.

We will have ~80k pesos left once we've paid out the 200k left as funds that are available that are not tagged to students funds.

Once christmas baskets are all paid for, we'll be down to 50k pesos left. We need to do a fund-raiser to get this back up. Rick & pat working on a minor one which will raise about 20. We will be in financial problems next year if we don't get to fund-raising. Need to do something every couple of months.

Treasury report accepted. Pat M motions, Rick seconds

we have agonaldo to pay, needs to be paid by 20th of December

Raises/increases, looking at 6% raise for this coming year. Cost of living has gone up.

For Alex, we promise a potential raise after his review period. Alex is not doing exactly what we thought, but is doing better than Elsa. Darleen, mothers don't like Alex. Elsa was overly free with the money, Alex is more controlled with this. Impression that there is an attitude issue with him.

There is going to be a Posada in the Chapala office, organized by Geena & the mothers. Won't be one in Ajijic.

Pat M. Who's in charge of the Christmas baskets? Geena

to be disbursed on 20th of Dec.

Can we get certificates for the chickens instead of physically delivering them. Soriana was cheapest for chickens, and they delivery to both offices.

LCS, ongoing table will be there. Table close to coffee bar, tuesday 10-12 every tuesday. Volunteers will be provided with brochures there. We will have kid profiles available for this as well.

Writers group has a conference every january at the real de chapala. They have chosen us for this year for the benefits of this conference.

30k USD is sitting in Lloyds account. We need to follow up with commitment from IJAS. Money if from Jeene Swentic who passed away. Need to go to lawyer to try to get these funds.

Lady that we were renting a facility from in Ajijic has kept the security deposit. We need to recover the security deposit from her. Need to go to the lawyer to recover these funds.

Need to work with lawyer to get the transfer of ownership of the Chapala facility into NCAs name.

Rick will do these three tasks with Eliberto.

Ruth has volunteered to be secretary

rick proposed 6% raise to cover cola. Accepted

nominating committee for next year:

- pat moir will sit on the nominating committee, david will possibly join pat moir will chair nominating committee and find volunteers. Doug seconds motion

elections are end of feb.

Attendance: board members

Guests:

Mary Leyda

Pat Laplante

Dave & DarleenPrice

Kate Jerrett

Jack Ross

Patricia Proudfoot

Ruth Davis

Carmen Gomez Mont

Judith Terry

Next regular board meeting will be 10 AM January 13th 2009 at La Nueva Posada.

Volunteers and Visitors welcome.