



VULNERABLE CHILDREN SOCIETY

Board of Directors Meeting Minutes

Meeting Title	:	November Meeting
Date	:	November 21, 2010
Time	:	10am Pacific 1pm Eastern
Place	:	Arnica's House
Chair Person	:	Arnica Rowan
Invitee List	:	<p>Internal: Arnica Rowan, Chris Ardern, Dacia Douhaibi, Menbere Muluneh, Pam Carlson, Tawnya Pattie</p> <p>External:</p>
In Attendance	:	<p>Internal: Arnica Rowan, Menbere Muluneh, Dacia Douhaibi</p> <p>External:</p>
Absent	:	<p>Internal: Pam Carlson, Chris Ardern, Tawnya Pattie</p> <p>External:</p>
Agenda	:	<ul style="list-style-type: none"> • Menbere: agreement with Faya Orphanage • Dacia: sponsor updates • Tawnya/Arnica: progress towards sustainable funding • Arnica: future short-term goals • Arnica/Tawnya: charitable status • Annual General Meeting
Minutes Submitted By	:	Arnica Rowan
Minutes Submitted On	:	November 22, 2010
Next Meeting	:	<p>Date: February 2010</p> <p>Time:</p> <p>Place:</p> <p>Chair: Arnica Rowan</p>

#	Discussion Items
1.	<p>The agreement was signed with Faya Orphanage dated November 2, 2010, for two years. The agreement was looked over and agreed to by all VCS directors, as well as Faya Orphanage directors. Pam had some good guidance for the agreement. Menbere called Meseret and walked through the agreement with her.</p> <p>In the agreement, VCS is the exclusive organization to administer Faya Orphanage's public sponsorships for the orphanage, as well as for the community House 2 House program.</p>

<p>2.</p>	<p>Financial records were presented by Arnica and examined. At the end of October, we had already doubled our original sponsorship goals for the time period.</p> <p>We have been able to meet our commitment of 25,000birr as well as the additional monies for community sponsorships each month. At the end of September, we sent \$1800, at the end of October, \$1860, and we anticipate sending approximately \$1950 at the end of November.</p> <p>We are incredibly grateful for the supportive adoption community and to all our other sponsors and donors. The one-time donations have been essential in bridging the funding gap between sponsorship income and our monthly commitment to Faya Orphanage.</p> <p>We anticipate that we will reach our goal of fully sustainable core funding in January or February, although we will try to get there by Christmas. Once we reach sustainable core funding, one-time donations will be directed to a project account. At present they are used as contingency funds to support Faya Orphanage.</p> <p>The exchange rate between Canadian dollars and Ethiopian birr has been very volatile, and a dramatic change in the exchange rate could leave us short or ahead. Our contingency funds should help us deal with smaller shortfalls.</p>
<p>3.</p>	<p>Three weeks ago, Dacia sent basic updates to sponsors to tell them which child they have been matched with.</p> <p>She will send the updated forms from Meseret and Sintayehu as well as any pictures we have of the children and families in the quarterly updates in December. Meseret has agreed to send the forms typed.</p> <p>There was some confusion between Ethiopian birthdays and Canadian birthdays, as well as names spelled differently. We will streamline the update process by adding file numbers.</p>
<p>4.</p>	<p>Our first goal is to establish sustainable core funding for Faya Orphanage. After this is accomplished, our next priority is to grow the community sponsorship House 2 House program, as there is a long list of children and families waiting to get into the program. Menbere commented that this is a priority according to the Ethiopian government, and we feel this community approach is most sustainable.</p> <p>Menbere suggested that Meseret’s additional priorities include:</p> <ul style="list-style-type: none"> • A revenue generating activity/business. Arnica might have some support through the college for students to do some supportive entrepreneurial consulting. • Purchasing the house they currently rent. We don’t know how much this would

	<p>cost. It would be a good capital campaign and perhaps something for Faya Fund Corp to work on in partnership. This might be most appropriate when we have charitable status.</p> <ul style="list-style-type: none"> • A laptop so that Meseret can work from home and also in remote locations when in the community.
5.	We may need to hold an annual general meeting by the end of the calendar year.
6.	We should recruit members that we could see in leadership positions in the future and start our succession planning from the start. We will target people that have valuable skills to contribute and will support the original purposes of the organization.
7.	<p>More donors have asked about tax receipts and charitable status. Our original goal was to complete our application for charitable status by the end of our first fiscal year. We would like to proceed sooner if possible. We now also have many of the agreements and information needed to apply.</p> <p>Tawnya has expressed an interest in spearheading the application. Chris and one of our members (non-director) also might want to play a role. Dacia will contact the member and see if she is interested, and then we hope they will move forward as a team, with one director/member as the lead.</p>
8.	<p>There is a gaming organization that might be interested in donating to VCS once we have charitable status. The directors are fine with this but we will see if our members are also accepting of gaming funds.</p> <p>We plan to only accept funding through corporations or foundations for projects, since they may not be a reliable source of long-term income.</p>
9.	<p>Representatives from Faya Fund Corp. are in Ethiopia now. It's uncertain how that organization will proceed. They have shared with us that they are interested in supporting Faya Orphanage again. Meseret has reported on their visit.</p> <p>We are committed to working with Faya Fund Corp., and are looking forward to reaching a new working agreement with them when they come back to Canada.</p> <p>Our first priority is stable funding for the orphanage; our second priority is clarity and accountability to our donors, and our third priority is to be inclusive and work well with other funding organizations.</p> <p>Perhaps identifying a capital campaign and working with them on a short-term project would work well.</p>

#	Decisions
1.	Assign a file number to each child at the orphanage and each child and family sponsored through the House 2 House program so we can keep accurate records of their progress for sponsors.
2.	If we need to hold an AGM by the end of 2010, we will hold it between Christmas and New Years, and invite all members to attend via the internet.
3.	We will proceed with our application for charitable status as soon as possible, with a team of directors and members composing the application.
4.	We plan to only accept funding through corporations or foundations for projects, since they may not be a reliable source of long-term income.

Action Items					
#	Action Item	Owner	Status	Due Date	Comments
1.	Send out updates in December to all sponsors.	Dacia	Ongoing	December 31, 2010	Based on updates from Faya Orphanage.
2.	Assign files numbers to all sponsorship pictures and documents.	Arnica		November 31, 2010	
3.	Establish filing system for sponsorships.	Dacia		December 31, 2010	
4.	Find out if we need an AGM this year. Set date, announce and set up web-based meeting.	Arnica		November 31, 2010	
5.	Recruit identified members for the AGM.	Menbere		December 25, 2010	Other directors will too.

#	Carry-Over Items for Next Meeting
1.	We will ask the members at large at the AGM if they have any concerns with accepting gaming funds.