

Canadian Friends of Oaxaca Inc. (CANFRO)

Inaugural Board of Directors Meeting
Casa Ollin, Quintana Roo 213, Oaxaca
February 13, 2012, 5.00 p.m.

Minutes

Attending: Virginia Bartley, Penny Hopkins, John Rollins, Pat Simmons (by Skype), Alvin Starkman, Duane Webster, Lynda Wilde

Regrets:

1. Welcome

Penny, acting as Chair, welcomed all members and guest Alvin Starkman. Penny thanked Casa Ollin for providing the location for this meeting.

2. Approval of Agenda

Duane/Lynda
Carried

3. Increase in Board Membership

Moved by Pat/Duane to increase Board membership by 1
Carried
The Board welcomed new member Alvin Starkman.

4. Election of Executive

Executive members will serve a 2-year term (pending approval of Bylaws). The current term will end September 2014.

Chair: Penny Hopkins nominated by Lynda/Pat.

Carried

Vice-Chair: Alvin Starkman nominated by Lynda/Duane.

Carried

Secretary: Virginia Bartley nominated by Duane/Lynda.

Carried

Treasurer: John Rollins nominated by Penny/Virginia.

Carried

5. Approval of Bylaws (Virginia)

The Board reviewed Articles I – IX of Bylaw No. 1

Moved by Penny/Alvin to accept Bylaw No. 1 as written.

Carried

The Board thanked Virginia for her work in preparing Bylaw No. 1.

6. Budget (John)

The Board estimated its expenses for the period August 1, 2012 – July 31, 2013. (\$1500.00)

The Board estimated its income for the period August 1, 2012 – July 31, 2013, (\$31 000.00)

Moved by John/Penny to set the percentage taken from all income to CANFRO at 5% for the period August 1, 2012 - July 31, 2013. These funds will be used for the administration of the charity.

Carried

7. Approval of Initial Projects (Penny)

The Board discussed a number of project options for the period August 1, 2012 - July 31, 2013, and decided to limit projects to seven (7) that would meet three of the four CANFRO Purposes. The Board will use the next fiscal year to develop a project that responds to CANFRO Purpose #4.

The Board decided to keep projects small and easy for Board members to manage. The two exceptions will be The Food Project and The School Sponsorship Project, both of which will be run with the assistance of an agent in Oaxaca.

The Food Project (CANFRO Purpose #1)

Background

Many young people from low income families in Oaxaca need and receive support so they can attend school. However once they are in school, teachers have reported that many of these children were falling asleep during school time. In Oaxaca this is cause for expulsion. Clearly, the children were not receiving the regular nutrition they needed in order to be physically ready to learn.

Moved by John/Lynda to operate a food program at the Centre of Hope for Children/Centro de Esperanza Infantil A. C. (a registered Mexican charity).

This project will be known as *The Food Project*.

Budget for The Food Project: \$4000

Carried

Action: Penny will be the project manager. She will prepare and execute an Agency Agreement with Dr. Martha Leticia Canseco Bennetts as soon as possible, and submit it with the CANFRO application for charitable status. Penny will work with Dr. Martha to prepare a project budget for Board approval, and will monitor and report on all phases of project implementation.

The School Sponsorship Project (CANFRO Purpose #1)

Background

Large families, limited income and very few formal assistance programs are three key factors that prevent many children from attending school, a critical factor in reversing the situation of poverty they live with.

Although school is officially free up to grade 8, there are many costs associated with school attendance. These costs represent impossible barriers to most families.

Moved by Alvin/Duane to sponsor up to 25 children/youth for school.

This project will be known as *The School Sponsorship Project*.

Budget for The School Sponsorship Project: \$5000

Carried

Action: Penny will be the project manager. She will prepare and execute an Agency Agreement with Dr. Martha Leticia Canseco Bennetts as soon as possible, and submit it with the CANFRO application for charitable status. Penny will work with Dr. Martha to prepare a project budget and identify children/youth for sponsorship, and bring this to the Board for approval. Penny will monitor and report on all phases of project implementation.

The Book Project (CANFRO Purpose #1)

Background

Reading is the basis of all learning. Over 10 years ago a group of full and part-time Oaxaca residents began a literacy project to open children's libraries in the city of Oaxaca itself, and in villages throughout the state. Members of the communities that hosted a library have played, and continue to play, an active role in creating and maintaining the library. A clear sign of the appeal and success of the children's libraries has been that books have become worn and even "lost". If they are to remain open, many libraries must now replace their books as well as expand the collection to meet the needs of increasingly literate readers.

Moved by Pat/Virginia to supply replacement/new (meaning books not previously at a particular library) books to up to 5 rural libraries.

This project will be known as *The Book Project*.

Budget for The Book Project: \$5000

Carried

Action: Lynda will be the project manager. She will identify a list of libraries for CANFRO to consider, develop a list of books that would be appropriate for each library, prepare a project budget for Board approval and arrange for purchase and delivery of the books to the libraries selected.

The Tutor Project (CANFRO Purpose #1)

Background

Academically capable students from low income families living in and around the city of Oaxaca and rural indigenous youths who have migrated to the capital city to complete their studies at a public university often cannot afford to attend without a combination of sponsorship funding supplemented by income from part-time work. Unfortunately the kind of part-time work available to them often interferes with their academic progress.

Moved by Lynda/Pat to pay a monthly stipend to up to 3 tutors (university students) who will work with students seeking academic support in their preparatory (grades 10, 11, 12) school program.

This project will be known as *The Tutor Project*.

Budget for The Tutor Project: \$2000

Carried

Action: Lynda will be the project manager. She will identify tutors and students requesting tutoring, bring recommendations to the Board for decision, prepare a project budget for Board approval and ensure proper tracking and payment of expenses to approved tutors.

The Advanced Education Project (CANFRO Purpose #1)

Background

Academically capable students from low income families living in and around the city of Oaxaca and rural indigenous youths who want to further their education at a public high school or university often cannot pay expenses related to travel (to the city and within the city), accommodation (if living away from home), food, clothing (including uniforms if required), tuition, school supplies, and other required fees. Note: students from rural communities often have to come to the city to complete grades 10, 11 and 12 of high school – not available in poor rural area. For these students the term ‘advanced education’ refers to the final three grades of high school.

Moved by Duane/Virginia to pay full school, living and medical expenses for up to 3 students attending a public preparatory, college and/or university.

This project will be known as *The Advanced Education Project*.

Budget for The Advanced Education Project: \$3000

Carried

Action: Lynda will be the project manager. She will identify students in need of this support, bring recommendations to the Board for decision,

prepare a project budget for Board approval and ensure proper tracking and payment of expenses to approved recipients.

The Hearing Aid Project (CANFRO Purpose #2)

Background

According to the World Health Organization, deafness is Mexico's most prevalent disability. Three in every 1,000 babies are born with some degree of hearing loss. These numbers increase to six in 1,000 because people acquire it after birth, owing to diverse causes such as heredity, illness, accidents and certain medicines. The families of many deaf and hard-of-hearing children cannot afford even the most modest treatment/rehabilitation interventions. A further limiting factor for impoverished people with hearing disability who have been fortunate enough to acquire hearing aids, is the constant necessity to purchase hearing aid batteries, which last about 10 days before requiring replacement.

Moved by Alvin/Virginia to supply solar powered hearing kits (each containing a hearing aid, rechargeable batteries, and solar-powered recharger) to 9 hearing impaired children/young adults from rural/urban settings.

This project will be known as *The Hearing Aid Project*.

Budget for The Hearing Aid Project: \$2000

Carried

Action: Alvin will be the project manager. He will identify appropriate candidates, bring recommendations to the Board for approval, prepare a project budget for Board approval and arrange for the purchase and delivery of all equipment to selected individuals. Training in the use of the equipment will be done by a volunteer.

The Women's Project (CANFRO Purpose #3)

Background

It is a sad and troubling fact that girls and women (defined as age 14 and older) in poor areas of Mexico are regularly victims of domestic/community violence, and educational marginalization. Even if a village has a high school, young women rarely attend because they are often married as early as age 14 and locked into raising their large families. The ability of capable young women to have a different kind of life is hampered by lack of money, little or no education and the absence of any kind of support network. There is no simple solution. A multifaceted approach is required to provide the kind of support necessary to help young women make the changes they want in their lives.

Moved by Alvin/Duane to provide a comprehensive support package to up to 5 young woman. The central component will involve attending a monthly weekend program at La Casa de la Mujer in the City of Oaxaca where

they will receive mentoring, psychological and occupational counselling, information relating to sex, birth control, racism and violence. Support will also include all costs related to enabling them to advance their education and thus improve their lives, including transportation (including as required to attend high school outside of their home communities), meals, clothing, medical and dental aid as required and other living expenses.

This project will be known as *The Women's Project*

Budget for The Women's Project: \$10,000

Carried

Action: Alvin will be the project manager. He will identify appropriate candidates, prepare a project budget, bring his recommendations to the Board for decision, ensure that the candidates selected receive funding at regular intervals during the year and tracks and reports on the project.

8. Website (Lynda)

Lynda is working with a website developer to select a WordPress theme and will consult with the Board to determine content for the front page. This phase of website development should be completed by April 30.

9. Branding (Penny)

Board members discussed the issue of branding in terms of letterhead, logo and the website.

Moved by John/Duane to seek professional help in designing a logo.

Carried

Action: Alvin will arrange for a logo to be drafted for Board consideration. He hopes to have a draft available by April 30.

10. Submission to Canada Revenue Agency

Penny will manage the CANFRO submission. The document should be ready for submission by April 15, 2012.

Moved by Gini/Duane to give signing authority to Penny and John.

Carried

11. Next Meeting

Monday June 4, 2012

Time TBA

Stirling, Ontario

12. Adjournment

Moved by Duane/Lynda to adjourn

Carried