

FOJ meeting – October 21, 2018

Introductions of members on Call (name, RPCV, FOJ Status) and new guests. (Claire, Adam, Ken, Ethan, David Ingleman, Mark, Chris, David Pruitt, Indi). PLEASE ADD YOUR NAME IF I MISSED YOU – MY APOLOGIES

**2. Confirmation of September Minutes Attached. APPROVED, PASSED**

3. AGM – Annual Reports

a. President (Progress against our [2017-2018 Objectives](#))

Ken - Made progress across most objectives and key highlights.

Grant Assumptions and target – approving 4 grants for the year for \$2000 was targeted, the actuals netted 5 awards for a total of almost \$3000.00. 11 grants inbound of which 3 in the last 45 days pending review. Expectations were exceeded!

Monthly newsletter – achieved

Networking knowledge and “where they are now” updates successful and complete.

2 US events was target – Actuals: 1 in DC in April, had good representation RPCV broader community and 1 in San Francisco had good turnout.

Objective 2:

Key result 1: Leadership – recruit 3 new active board members (Esther, Claire and Adam came back) continue to get fresh wave of voices.

Key Result 2: stabilize grant coordinator – Adam stepped up.

Objective 3:

Key result 1 – majority of grants funded within one week. Successful

Key Result 2: reducing banking fees – Chris was able to work through AMEX disbursements are \$10/grant – keeping operation costs down.

In Summary – successful year and continued membership increase. Grant activity has increased and getting the word out that FOJ exists. Foster relationship with current country director, Paul of Peace Corps Jamaica and continue to keep this relationship going.

b. Benjee - Memberships Report – attached. \$28/member was previous with goal of 76 paid members. Actuals: 73 paid memberships for the year, 124 non-paid (Caveat of 22 Westmoreland member – Benjee if you could expand here – I missed it, funds went directly to their project?). 22 new members and renewals were better than expected. Good progress on retaining and recruiting new members. Peace Corps has been encouraging members to join. More active grants and content has increased membership. Personalized effort to reach out to encourage the paid membership.

c. Chris - Financial Report

Fiscal year – Oct 1 2017 – October 5 2018.

Money is received through National Peace Corps Association (NPCA) and deposited monthly, revenue by Paypal is from donation page and legacy members goes into general fun, revenue though one time donations, cash and check.

4 paid grants - \$3,293.00 – see financial sheet for more details

Cash on hand

Financials stable – running through own bank account and minimize transfer funds. Ken would like to see how much the FOJ membership revenue is – Chris will provide or research through the NPCA for exact amounts. \$2,250? Verify exceeded target by \$400.

d. [Grants Report](#)

Adam – For every grant in last year – see report for more details.

**2017**

Epping Forest Primary

Westmoreland Organic Farmers Society

Earthstrong Agro – large scale agriculture training facility – FOJ provided equipment for solar as part of overall larger project.

**2018**

Geneva Primary Schools

Clarksonville All Age School

4 grants currently under review

11 total grants – approved \$2900 for funding distributed. 91 percent of projects had some sort of PCJ involvement.

ACTION ITEMS: Share the Grants report with Paul Sulley, Country Director of PCJ. Indi will post on website and to include in newsletter. Possibly include with US Embassy, per Chris.

**4. AGM – Board Elections and Confirmation of New Board Members**

a. Exec Positions: Voting by the members on the call, majority vote. Amend bylaws for repeat positions.

- President – Nominations: Benjee nominated by David Ingleman, seconded by Indi. Voting: general consent – no objections.

- Vice President – Nominations: Riley by Ethan, seconded by Ken

Voting: general consent – no objections.

- Memberships Director – Nominations: Chris Robinson by Ken, seconded by Adam. Voting: general consent – no objections.

- Communications Director: Indi nominated by David Ingleman, seconded by Ethan. Ethan and Chris can support newsletter. Voting: general consent – no objections.

- Treasurer: Nominations: David Ingleman by Ken, seconded by Adam. Voting: general consent – no objections.

- Secretary: Esther is nominated but need to confirm as she was not on call. Table this voting

b. Other Positions:

Grants Manager

- Adam nominated by Ken, Indi seconded. Voting: general consent – no objections.

• At-Large Board Members:

- Ethan and will coordinate Will Thornton Fund, seconded by David.
- Ken will stay on as immediate past president
- Cudjoe
- Claire
- David Pruitt
- Exec board to vote on above members at next board meeting.

**5. Grants requiring Action / Decision**

a. Geneva Primary Canteen Project. PCV wants to use leftover funds for other purposes.

- This is approved, Adam will coordinate with PCV.

b. Clarksonville All Age Peace Garden. Any project update?

- PCV notes project is delayed due to start of new project. Will notify Adam when project gets going.

c. Lower Buxton Computer Lab. Revised application?

- Awaiting revised application from PCV.

d. Will Thornton Memorial Fund for SOS Children's Village. Total funds and timing for disbursement?

- Ethan is in touch with family and organization in JA. Will send summary of decisions made.

e. Potential future orgs for FOJ proactive funding (when inbound grant volume low): [Jamaica Environment Trust](#), [Jamaica Aids Support](#), [Women's Resource and Outreach Center \(WROC\)](#).

JET: Adam able to reach JET leadership to identify specific project to fund in future?

- Tabled until next meeting.

JAS: Ethan update on research?

- Ethan indicates that they would be a good program to work with.

WROC: Did Alicia and Indi connect on this? Board was about to disqualify WROC based on Alicia's research but Indi wanted to provide Alicia more facts about WROC existence/ capability.

- Tabled until next meeting.

f. New Grant Review: Ritchies Primary ROPE education project. Evaluation results attached.

- Suggested revisions made by the Board:
  - 1) Participants need to be signed up in advance (FOJ does not want to be in a situation where we provide funding for 15 participants but only 10 show up).
  - 2) Cut costs for food, suggest \$300 for kids. Should try to find in-kind alternatives for food, a good way to get community buy-in.
  - 3) FOJ would not fund this project sustainably. If approved it would likely be only for this one time.
  - 4) Why was math the chosen subject?
- Adam will follow up with applicant.

g. New Grant Review: Kellits High Environmental project. [Evaluation Form](#)

- Tabled until next meeting.

h. New Grant Review: Ritchies Primary Food Storage project. Evals to be created and project request sent around for next Board meeting.

- Tabled until next meeting.

**6. Other Outstanding Items**

**7. New Business**

- New executive members need to be set up with appropriate email addresses.
- Next meeting Sunday, November 18<sup>th</sup>, 12pm EST.