

Approved Minutes
Maasai Education Foundation Board of Directors Meeting
Sunday, 24 April 2022
10am – 12:00pm ET
345 Woods Lane, Newport, VA 24128 and via Zoom

Action Items are shown below **bold, italicized and underlined**

Call to Order: Theo Dillaha called to order @ 10:05 am

Attendance: Randy Stith

Brian Benham – Treasurer, Board Member
Essra Kibler – Development Committee Co-Chair
Karen Scalf-Benham, Board Member
Martha Olemisiko – Tanzanian Liaison
MaryGrace Van Dervort – Service Without Borders
Nina Tarr – Board Member
Randy Stith – Secretary, Board Member
Rebecca Caldwell – Board Member
Steve Conner – Board Member
Theo Dillaha – Board Chairperson
Tom Neils - Guest

Approval of Last Meeting’s minutes – Randy Stith

Stith moved for approval of Jan. minutes, Rebecca seconded. Unanimously approved

Treasurer's report: Brian Benham

- \$19,939 raised so far 2022
- 2022 Grants to ENCO \$40,475
- Current checking account balance \$54,825.39 (with pending and potential \$80,111.50)
- Tax Return filed. For public charity status, 33.33% percent of donations need to be “public donations” – MEF over 50%

Tanzania Update: Martha Olemisiko

- Enrollment update – 185 students – New paid students coming from other English medium schools, mostly transferring into upper grades.
- Girls Dormitory construction – Materials delayed – Should be done in a month
- No proposed changes to boy’s dormitory – Tom going in May with drone for overview
- EEMPS Public Relations position – Hired Maasai male with 2 years marketing experience
- Kalinga Institute of Social Sciences committed to donate teacher’s salaries for next 5 years (\$36K for 2022). Representatives may visit May 24. Indian Ambassador may come.
- Tourist visitors to school often become sponsors.
- Been very dry – Hard for livestock – Need own water line – Will need updated bid

- Phase I Replace 1" shared line with 2" dedicated - Phase II Add underground cistern
Phase III Add slow sand filter

Service Without Borders Update: Hallie Tucker

- 3 Students going to EEMPS in May with Theo and Steve
 - Laptop training for students and teachers, playground maintenance

EEMPS Public Relations Position, Theo Dillaha

- Starts work May 2 at \$4,700/yr (Higher than teacher's salaries)
- Needs quality \$900 laptop – Will buy and take in May
- Needs iPhone (\$1200) – Will buy there

Dillaha made motion that we send ENCO \$4,700 for the first year's PR position salary, \$1,200 for the purchase of an iPhone 12 or equivalent and that we purchase (\$900) and take the requested laptop with us to Tanzania in May. Total to send to ENCO is \$5,900. Randy seconded - Unanimously passed

Development Committee/Fundraising: Theo Dillaha

- Mid-year Matching Fundraiser Goal Discussion
 - 2022 Operating Budget goal of \$65K (\$60K operating/sponsorships, \$5K PR position salary)
 - \$50,496 already committed (final girls dormitory payment \$7,874, water pipeline \$35,822, PR position/support \$6,800)
 - \$14,504 needed to meet goal
 - 2022 Sponsorship/operating funds goal of \$60K
 - \$30K sent in January
 - \$5,125 additional in checking with pending and potential
 - \$24,875 needed to meet 2022 goal
 - \$41,086 needed to start Phase I of new Boy's Dormitory - Currently have \$24,875 unallocated. (Note: Actually currently have \$24,490. Error discovered after meeting.)
 - \$16,211 needed to start construction.
 - Total additional funds needed for 2022 operating/sponsorship and construction goals and start construction of boys dormitory = = \$24,875 + \$16,211 = \$41,086.
 - Fundraiser Dates – June 15 – July 15

Dillaha made motion that we set Mid-Year Matching Fundraising goal of \$41,086 to raise sufficient funds to fulfill our 2022 scholarship/operating funds obligation of \$24,875 and to start Phase I of the boy's dormitory construction with matching funds added to this goal. Randy seconded. Motion passed unanimously.

- Karen and Rebecca hosting Yard Sale by invitation on June 18, 2022

Other Items: Theo Dillaha

- Maasai Education Society Update: Maasai Education Society still not approved by Canadian Revenue Authority. Will continue working on it. May need a new attorney.
- Nina made a link to set up reading and chat sessions between sponsors and students

https://docs.google.com/forms/d/e/1FAIpQLSdy9FyebFVSxKvSAMz8_0FViDKNgSV8zrpvUvLcni5u--yOO/viewform?usp=sf_link

- Randy will do new Annual Report using contents of last newsletter.
- Colin and David Mendel have been doing audits but might get Pat Norris involved. Theo will contact.
- New newsletter focusing on mid-year matching fundraiser, 2021 Giving Tuesday fundraiser success, completion of and girls dormitory, new staff and pre-schooler info. Will come out after SWB trip to school.

Date and Time for Next Meeting: July 24, 2022

Meeting adjourned at: 11:35AM



MAASAI EDUCATION
FOUNDATION

Treasurer's Report

January 21, 2022 to April 20, 2022

WELLS FARGO CHECKING ACCOUNT

BALANCE ON HAND: 1/22/2022 \$48,559.93

INCOME	Current	Previous	Year-to-date	2022 Budget
Donations	\$14,035.43	\$5,509.55	\$19,544.98	
eBay sales of donated items directly deposited to checking	\$0.00	\$394.48	\$394.48	
eBay sales of donated items via PayPal	\$0.00	\$0.00	\$0.00	
TOTAL INCOME	\$14,035.43	\$5,904.03	\$5,904.03	\$126,740
EXPENSES				
Contributions, gifts, grants paid out				
Grants to ENCO	\$7,681.00	\$32,794.74	\$40,475.74	\$125,000
Total contributions, gifts, grants paid out	\$7,681.00	\$32,794.74	\$40,475.74	\$125,000
Professional Fees				
Total professional fees	\$0.00	\$0.00	\$0.00	\$25
Printing, publications, postage, and shipping				
Postage, printing, supplies	\$0.00	\$0.00	\$0.00	\$250
2021 Tax prep fee	\$41.00	\$0.00	\$41.00	\$45
Shipping assoc. w/ eBay sales via PayPal	\$0.00	\$0.00	\$0.00	\$25
Total printing, publications, postage, and shipping	\$41.00	\$0.00	\$41.00	\$320
Any expense not otherwise classified				
Pay Pal fees assoc. with cash donations	\$0.00	\$0.00	\$0.00	\$100
PayPal taxes and fees assoc. w/ eBay sales of donated items	\$0.00	\$0.00	\$0.00	\$100
International Wire Transfer fee	\$45.00	\$45.00	\$90.00	\$180
Network for Good fees	\$2.97	\$0.99	\$3.96	\$15
Accounting/Donor Management software	\$0.00	\$0.00	\$0.00	\$1,000
Total any expense not otherwise classified	\$47.97	\$45.99	\$93.96	\$1,395
TOTAL EXPENSES	\$7,769.97	\$32,840.73	\$40,610.70	\$126,740

BALANCE ON HAND: 4/20/2022 \$54,825.39

PENDING AND POTENTIAL DONATIONS

	"Sub-accounts" in Wells Fargo Checking			
	Construction	2022 Sponsorships	SWB	Total
SUB-ACCOUNT BALANCES	\$58,210.39	-\$1,385.00	-\$2,000.00	\$54,825.39
Pending Donations				
Pending Facebook	\$0.00	\$0.00	--	
Pending PPGF	\$0.00	\$875.00	--	
SWB/VTF Caroline Bonnes and Susie Nist sponsorships (\$1400) - Donated to VTF 1/5/2022	\$0.00	\$1,330.00	--	
SWB/VTF IBM Match of Caroline Bonnes and Susie Nist sponsorships (\$1400) - Donated to VTF 1/5/2022	\$1,260.00	\$70.00	--	
SWB/VTF Spori/Crosbie Family (\$4,834.50 Mary Ann Spori Memorial) - Donated to VTF 2/14/2022	\$2,492.78	\$2,100.00	--	
SWB/VTF Verizon Match of Spori/Crosbie Family (\$1,000 Mary Ann Spori Memorial) - Donated to VTF	\$950.00	\$0.00	--	
SWB repayment of \$2000 loan for EEMPS computer lab			\$2,000.00	
Total Pending...	\$4,702.78	\$4,375.00	\$2,000.00	\$11,077.78
Potential Donations				
Monthly \$80 bank transfer for Mary Thomas Laizer sponsorship (A. Tarr)	\$173.33	\$385.00	--	
Becky Patrick, quarterly Napokie Hangarai Lenariku sponsorship	\$0.00	\$350.00	--	
Pledged for after 1/1/2022 - SWB/VTF Kibler (\$5,000)	\$3,350.00	\$1,400.00	--	
Pledged for 1/1/2022 - SWB/VTF Verizon Match of Kibler (\$5,000)	\$4,750.00	\$0.00	--	
SWB/VTF Verizon Match of Spori/Crosbie Family (\$4,000 Mary Ann Spori Memorial) - Donated to VTF	\$3,800.00		--	
Total Potential...	\$12,073.33	\$2,135.00	\$0.00	\$14,208.33
CHECKING + PENDING + POTENTIAL DONATIONS: 10/16/21	\$74,986.50	\$5,125.00	\$0.00	\$80,111.50

Brian Benham, Treasurer

4/20/2022

Date

Public Relations Position Support Proposal

- Martha has hired a PR person. He is a male. Do not know if Maasai.
- Starts work May 2, 2022 with a salary of 900,000 TSH/month (\$391/month, \$4,700/year)
- Martha has requested we purchase the following to support the position:
 - iPhone 12 Pro Max with 256 Mb for 2,800,000 TSH (\$1,200). About same price as here.
 - LAPTOP HP ENVY 13M BD1033DX – INTEL, CORE i7 1195G7 2.92GHZ - 8GB RAM - 512GB, SSD HARDDISK - TOUCH AND TYPE - 13.3 INCH X360 SCREEN - WINDOWS 11 for 3,835,000 TSH (\$1,667). **Available in US for about \$900. Would need local charging cord or adapter.**

I make a motion that we send ENCO \$4,700 for the first year's PR position salary, \$1,200 for the purchase of an iPhone 12 or equivalent and that we purchase (\$900) and take the requested laptop with us to Tanzania in May. Total to send to ENCO is \$5,900.

PR person could use one of the 10 new laptops purchased by SWB/MEF until new one arrives with SWB on May 18.

Mid-Year Matching Fundraiser Goal Possibilities				
	Non-Sponsorship	2022 Sponsorships	SWB	Checking
Cash on hand (in checking)	\$58,210.39	-\$1,385.00	-\$2,000.00	\$54,825.39
Pending	\$4,702.78	\$4,375.00	\$2,000.00	
Total with Pending	\$62,913.17	\$2,990.00	\$0.00	
Potential	\$12,073.33	\$2,135.00		
Total with Pending and Potential	\$74,986.50	\$5,125.00	\$0.00	
2022 Non-Sponsorship Obligation Projection				
	Amount	Balance with Pending & Potential Income		
Obligations		\$74,986		
Final girls dormitory payment	\$7,874	\$67,112		
Water pipeline	\$35,822	\$31,290		
PR Position plus phone/camera and laptop	\$6,800	\$24,490	<i>Currently unobligated</i>	
Totals	\$50,496			
2022 Budget Goal for Non-Sponsorship/Operating Funds	\$65,000			
Expenditures required to meet 2022 Goal	\$14,504			
2022 Sponsorship Obligation Projection				
	Amount	2022 Obligation Balance		
Obligations		\$60,000		
1st 2022 Sponsorship payment (1/14/2022)	\$30,000	\$30,000		
Current checking balance with pending and potential	\$5,125	\$24,875	<i>Need to raise</i>	
Dormitory II (for boys) Preliminary Cost Estimate				
	Amount			
Dorm 1 cost	\$119,000			
Dorm 2 assuming 20% inflation for materials	\$142,800			
Estimated Phase 1 Cost for Central hub, all foundations and 2 wings	\$82,171			
Estimated Phase II Cost: 3 additional wings at \$20,210 each	\$60,629			
Dormitory II	Transfers/Payments	Balance		
Estimated Construction Cost - Phase I		\$82,171		
MEF Grant (50% to start construction)	\$41,086	\$41,086		
MEF Grant (35% of remaining when 85% complete)	\$28,760	\$12,326		

MEF Grant (15% when complete and in use)	\$12,326	\$0		
Possible Goals for Mid-Year Fundraiser				
Funds to start construction of boys dormitory				
50% of funds required for boys dormitory - Phase I	\$41,086			
Current non-sponsorship funds with pending and potential	\$24,875	Note: This should have been \$24,490 but discovered after the meeting.		
Additional needed to start construction	\$16,211			
Sponsorship/Operating Funds				
Balance of Sponsorship/Operating Funds 2022 Goal	\$24,875			
TOTAL	\$41,086	Potential Goal?		
Matching Commitments				
Theo and Rebecca	\$10,000			
Total	\$10,000			
I move that we set a goal of \$41,086 to raise sufficient funds to fulfill our 2022 sponsorship/operating funds obligation of \$24,875 and to start on Phase I of the boys dormitory construction (\$16,211), with matching funds added to this goal.				