



# AMERICA NEPAL MEDICAL FOUNDATION

120 Palencia Village Drive, Unit 105, Box 103  
St. Augustine, FL 32095

Meeting Minutes  
November 19, 2023, 8 pm EST  
Zoom meeting

Board Members				
Ananta Subedi - P	Anil Suwal - P	Bhupesh Khadka - P	Bikash Bhattarai - P	Binod Dhungana - P
Binod Khadka - P	Birendra Sah - P	Bishnu Sapkota - P	Dilli Bhurtel - P	Dinesh Subedi - P
Ganesh Chaudhary - P	Jivan Lamichhane - P	Julia Shepardson - P	Kalpana Shrestha - A	Libby Wilson - P
Marvin Brustin - P	Narayan Neupane - P	Navin Kaini - P	Rachana Tiwari - P	Raju Century - P
Sandesh Pandit - P	Santosh Sapkota - P	Saroj Kandel - P	Shradha Manandhar - P	Subodh Mallik - P
Suman Raj Regmi - P	Sunil Sharma - A	Swikrity Upadhaya - A	Upendra Kaphle - P	Vikash Pathak - P

## Approval of board meeting minutes

Board meeting minutes from 9/6/2023 and 11/4/2023 were approved.

## Web Ballot/ Earthquake task force/ emergency fund

Board acknowledged web-ballot/email voting on

- 1) to designate the executive committee an earthquake task force was approved by 18 Yes vote and
- 2) to set aside a fund of \$25,000 for earthquake relief approved by 23 votes.

Please see attachment for the email conversation and the sheet count.

## ANMF and Karnali Academy of Health Sciences (KAHS) collaboration

The MOU of ANMF and Karnali academy of Health Sciences collaboration was approved with minor amendment. Amended MOU was made available to board members to review immediately.

## Board meeting attendee's requirement

The board meeting attendance requirement was reviewed. It was decided to keep current requirement of 75% attendance on quarterly meeting. Issues that arise prior to next scheduled board meeting should be evaluated by executive committee and if needed to involve board sooner, it was recommended to take care of the matters by web ballot rather than calling additional board meeting.

## Earthquake in Western Nepal relief update

Recent earthquake relief update by Binod Khadka and Bishnu Sapkota. We had 3 meetings with Nepal team, we initiated fundraising, about 26 K has been raised. 1000 sanitation kits, 500 post-partum package, 100 Blankets have been distributed, ANMF Nepal is identifying needs working with local partners Karnali academy of Health Sciences (KAHS), Center of Mental Health Counseling (CMC) along with government to identify needs and material distribution.



# **AMERICA NEPAL MEDICAL FOUNDATION**

120 Palencia Village Drive, Unit 105, Box 103  
St. Augustine, FL 32095

## **Projects update –**

### **23ANMF002**

23ANMF002 was reviewed and the very long discussion took place. Bishnu summarized this very well and keeping here in minutes. 23PAHS 001 was originally submitted by PAHS—Dr. Puja Amatya on 04/20/2023(Not by ANMF Nepal). This was approved by ANMF USA Board and was one of the fund-raising projects for 27<sup>th</sup> AGM of ANMF—we raised funds for this project (members donated for this project).

Board Meeting 8/20/23- ANMF Board realized that a few procedural mistakes happened. During the approval process, we failed to recognize that PAHS is not registered to SWC. And we found that SWC erroneously gave approval to 23 PAHS001 for ANMF Nepal instead of giving approval to PAHS. Due to these procedural issues—ANMF USA Board decided to ask PAHS to withdraw 23PAHS001, and asked ANMF Nepal to reapply the project as ANMF Nepal project (08/20/2023). Dr. Puja Amatya from PAHS withdrew the proposal (08/24/2023) and ANMF applied same project as 23ANMF002(same project under different name as we recommended)

09/16/2023 Board meet- PC chair presented this project to the board after PC discussion, ANMF Board discussed this in detail including COI issues and approved the project with majority and fund assurance letter was issued in the name of ANMF Nepal. ANMF USA board acknowledged that 23ANMF002 is the amended version of 23PAHS001.The amendment addressed the deficiencies that the board failed to recognize on 23PAHS001 but later rectified by submitting 23ANMF002. Per communication from ANMF Nepal, ANMF Nepal asked SWC for a new approval letter—SWC did not want to provide new SWC approval, as in essence these two were same project-this was per ANMF Nepal and without some form of letter from SWC, we were not able to release the funds.

In the interim, ANMF USA executive met (10/7/2023) to find an option and discussed these issues and suggested that one option could be that ANMF Nepal withdraw this 23ANMF002 and submit another proposal with different value with a hope that SWC may give the approval---ANMF Nepal disagreed with this idea, their point was—there was no guarantee that SWC would provide a letter with that idea and they said, they would try to convince SWC to provide some letter.

In the interim, we were made aware that unless applicant withdraw the application, executives cannot withdraw the application unilaterally, and board was noticed that 23ANMF002 is still active.

Now, ANMF Nepal team has communicated that —SWC are willing to provide a letter that will reconcile the discrepancy that arose between fund assurance notice that ANMF issued and subsequent approval provided by SWC.

Board decided to create web ballot once the letter arrives.

### **Other Projects**

23MMSN002 and 23MMSN001 proposals from the Mountain Medicine Society of Nepal were formally closed by the Board.

23HAPS001 - CPR and AED Training & AED Installation - Basic Life Support for Police Officers and AED Installation was approved with reduced amount of \$10,000.00.



# ***AMERICA NEPAL MEDICAL FOUNDATION***

120 Palencia Village Drive, Unit 105, Box 103  
St. Augustine, FL 32095

## **Nepal visit update**

Navin Kaini updated the board about his visit to ANMF Nepal AGM, Bir hospital (Sim lab that ANMF funded) and Patan hospital.

## **Publication committee update**

It was decided that publication meeting will be more active, and board recommended to publish newsletter periodically. Board asked Dinesh Subedi, Suman Regmi, and Navin Kaini to lead this and create content, newsletter. All board members were asked to help.

## **IT – website update**

Santosh Sapkota provided IT and website committee update. He discussed how to handle the work that is being done by Fred Shepardson moving forward as he had announced that he will be resigning from the IT Committee.

## **AGM update**

Bikash Bhattarai provided AGM update, AGM website and registration will be open soon. AGM theme ideas were discussed and will be discussed further and will be decided later.

Meeting adjourned at 10:30 PM. The next meeting will be held via zoom on February 18, 2024.