



AMERICA NEPAL
MEDICAL
FOUNDATION
Advancing Healthcare in Nepal

ANMF Quarterly Board Meeting

May 17, 2020, Sunday

Meeting Logistics			
Meeting Date	May 17, 2020	Time	8 PM to 10 PM EST
Chair/Facilitator	Santosh Sapkota/ Bhupesh Khadka	Prepared by	Bishnu Sapkota
Purpose:	Quarterly Board Meeting		
Location:	Online-ZOOM		

Participants		
Anil Suwal-P	Dinesh Mainali-P	Santosh Sapkota-P
Bhupesh Khadka-P	Ganesh Chaudhary-P	Subodh Mallik-P
Binod Dhungana-P	Julia Shepardson-P	Sunil Sharma-P
Binod Khadka-P	Kalpana Shrestha-P	
Bishnu Sapkota-P	Libby Wilson-P	
Chandra Prakash Chataut-P	Marvin Brustin-P	E - Excused P - Present A - Absent
Dinesh Subedi-P	Narayan Dharel-P	
Dick Katzman-P	Prakash Thapaliya-P	

Minutes of ANMF Board Meeting on 5/17/2020

Election of new president, vice president, secretary, and treasurer

Board thanked outgoing president and the executive team for their service.

Board accepted the resignation of the outgoing president, vice president, secretary, treasurer, and project committee co-chairs.

To fill the vacant positions, board nominated the following candidates:

- Dr. Bhupesh Khadka-for the President of ANMF
- Dr. Binod Khadka -for the vice president of ANMF
- Dr. Bishnu Sapkota-for the Secretary of ANMF
- Ms. Kalpana Shrestha-for the Treasurer of ANMF

Board action: Board unanimously elected above candidates.

Election of new board members

Board approved to expand current board members from nineteen to twenty-two.

Board elected Dr Raju Bishwakarma Century, Dr. Dixa Dhital and Dr. Sandesh Pandit for the board of directors.

Election of project committee chair

Board elected Dr. Santosh Sapkota for the chair of the project committee.

Election of a new member to finance committee

Board elected Dr. Sandesh Pandit to serve as a member in the finance team.

Formation of New Executive Committee

The board approved the new seven members executive committee.

The committee would include:

President: Dr. Bhupesh Khadka
Vice president: Dr. Binod Khadka
Secretary: Dr. Bishnu Sapkota
Treasurer: Ms. Kalpana Shrestha
Project Committee Chair: Santosh Sapkota
Membership Committee Chair: Dr. Anil Suwal
Board member: Ms. Julia Shepardson

Projects Committee Updates

The president summarized our current work, collaboration of ANMF with many other partners to fight the potential COVID-19 pandemic impact in Nepal. ANMF has sent \$100,000 to ANMF Nepal to help procure and distribute essential PPE to various hospitals in Nepal, to help facilitate diagnostic capability of COVID-19 including rent of sample collecting vehicle, to set up tele health capability at Institute of Medicine, Kathmandu. President mentioned that, in collaboration with other partners in Nepal, ANMF has been able to help formulate guidelines regarding PPE use, testing, treatment for COVID-19 in Nepal. More than 15 webinars regarding COVID related issues were already done for healthcare providers and patients of Nepal and many more will be done in near future. The details of these works are available in the project map.

The board decided to close the web portal for new project applications due to current financial status until further notice.

The board was notified of a pending review of two new projects that have been submitted to ANMF. Due to current financial status, we have not reviewed the projects. A letter will be sent to the organizations of the delay.

Financial Update

Treasurer updated on the current financial status of ANMF. Finance team updated the board that we have about a \$13,732 shortfall in reserves after projects on hold are funded.

ANMF Project Detail Report as of 05/2020								
Project #	Grantee	Title	Proposed Date	Approved Date	Amount Requested	Amount Approved	Amount Funded	Balance fund requirement
18PAHS002	Patan Academy of Health Sciences	Pediatric Critical Care Fellowship	8/14/2018	11/11/2018	\$ 8,190	8190, prorated to \$ 4784.00	0	\$ 4,784.00
18PAHS003	Patan Academy of Health Sciences	Rheumatology Fellowship Support	9/18/2018	5/5/2019	\$ 18,600	\$ 18,600	0	\$ 18,600.00
19HFN001	Health Foundation Nepal	Establishing an Intergrated Comminity Mental Health Center	2/1/2019	5/5/2019	\$ 20,000	\$ 20,000	0	\$ 20,000.00
19KH001	Koshi Hospital	Oxygen Plant- Koshi Hospital	9/23/2019	10/19/2019	\$ 101,000	\$ 101,000	0	\$ 101,000.00
19LBF001	Life Bank Foundation	Hamro Life Bank - Blood Management	5/17/2019	10/30/2019	\$ 25,000	\$ 18,000	0	\$ 18,000.00
19NN001	NepalMed Nepal	Oxygen Plant- Ampipal Hospital, Gorkha	8/26/2019	2/2/2020	\$ 23,000	\$ 23,000		\$ 23,000.00
19PHCT001	Public Health Concern Trust, Nepal	Nangi Rural Healthcare Center	2/15/2019	5/28/2019	\$ 23,211	\$ 23,211	0	\$ 23,211.00
19KICH001	National Institute Of Pediatrics	kioch		2/23/2020	\$ 100,000	RAISE FUNDS		
19UCC001	Ujeli Care Centre	Menstrual Cup -Phase 2		2/23/2020	\$ 15,955	\$ 15,955		\$ 15,955.00
20CME001	Nepal Paediatric Society	CME_ Paediatric Critical Care		2/23/2020	\$ 1,580	\$ 1,580		\$ 1,580.00
20ANMF001	ANMF- Nepal	Coronavirus Relief	3/13/2020	3/14/2020	\$ 100,000.00	\$ 30,000.00	\$ 30000 on 03/17/2020	0
						\$ 35,000.00	\$35000 on 03/23/2020	0
						\$ 35,000.00	\$35000 on 04/14/2020	0
								\$ 226,130.00
	Funds Available							
	Bank of America- (**9623- Main)	\$ 162,118.00						
	Bank of America (**6207)	\$ 17,390.94						
	Facebook	\$ 292.48						
	PayPal	\$ 6,209.27						
	Peoples Bank- Earthquake	\$ 20,248.12						
	Peoples Bank-General	\$ 6,139.02						
		\$ 212,397.83						
	Total Funds required for Projects	\$ 226,130.00						
	Shortfall	\$ (13,732.17)						

America Nepal Medical Foundation
Profit & Loss
 January through December 2020

	Jan - Dec 20
Ordinary Income/Expense	
Income	
Fund Raising- Covid-19 relief	41,125.75
General Fund Income	
2020 Cleveland Gala Tickets	900.00
2020 Cleveland Registration Fee	1,250.00
Amazon Smile	31.71
Birthday Fundraiser	1,358.33
Facebook	1,981.34
Foundations	1,242.75
General Donations	1,950.00
Grants	200.00
Matching Funds	500.00
Memberships- Annual	130.00
Memberships- Life	8,000.00
PayPal Donation - Giving Fund	7.00
Total General Fund Income	17,551.13
Total Income	58,676.88
Expense	
Annual Conference Expense	
2020 Cleveland, OH	669.47
Total Annual Conference Expense	669.47
Bank & Service Charges	
PayPal Fees	248.66
Wire Transfer Fees	320.00
Total Bank & Service Charges	568.66
Operations	
Website	600.00
Total Operations	600.00
Programs in Nepal	
Community Health Training	12,630.00
Total Programs in Nepal	12,630.00

Annual General Meeting (AGM) Updates

Board decided for organizing virtual AGM and asked for a committee formation for procedural and logistic details.

Discussion on fundraising

The board members pledged to donate \$25,500.00 to ANMF in this meeting.

Deepti Sharma set up the amazon smile account years ago and assured the board that she would help transfer the account. Treasurer Ms. Kalpana Shrestha will coordinate with Ms. Sharma regarding this.

Review of various committee

Board decided to review the work of various committees quarterly.

Miscellaneous

Board discussed the need to open an organization account in ZOOM to facilitate conducting meeting, webinars. Board also briefly discussed the current organizational GuideStar rating of ANMF and it currently stands at Bronze and discussed the need to explore more in that area.

Meeting Adjourned in 2.5 hours.