



## ANMF Board of Directors Teleconference March 25, 2018

Meeting Logistics			
<b>Meeting Date and Time:</b>	March 25, 2018 8PM to 10 pm EST		
<b>Chair/Facilitator</b>	Sangita Basnet	<b>Prepared by</b>	Bhupesh Khadka
<b>Purpose:</b>	Meeting of the Board of Directors		
<b>Online Link:</b>	Go to meeting		

Participants		
Sangita Basnet	Binod Dhungana	Baroon Rai (absent)
Santosh Sapkota	Chandra P Chataut	Ganesh Chaudhary (absent)
Bhupesh Khadka	Richard Katzman	Sushil Raj Pandey (absent)
Bijay Acharya	Bob Gerzoff	Ashok Chaudhary (absent)
Dinesh Mainali	Libby Wilson	Subodh Mallik (absent)
Sunil Sharma	Kalpana Shrestha (invited)	Marvin Brustin (absent)
Prakash Thapaliya		
Julia Shepardson		
Deenu Maharjan		
Pankaj Timisina		

Agenda Items and Discussions	
<b>Agenda Item 1</b>	Approval of Minutes from 12/3/17- <b>approved</b>
<b>Agenda Item 2</b>	<b>Finance Committee Updates</b>
	<p>-Please see separate attachments for details on finance updates -2017 IRS tax return has been filed</p> <p>Summary: Remaining funds- Total 306,531 USD of which Earthquake account has 199,371 and general account has <b>103,964 USD</b>. Out of the EQ fund, 127.4 k has been committed to various projects already approved and FA letters have been sent to the respective organizations. Another 21.9k has been set aside for potential funding of SIMS center. This leaves <b>EQ account balance down to 56k</b>.</p> <p>-The Board has decided to continue holding solicitation of new projects until the Annual General Meeting in Phoenix on 5/2018</p>



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### Agenda Item 3

#### I. Updates of the projects approved as of 8/13/17

1. 17TUTH001 Liver transplant Observership: Total: \$8000. The Board voted that the Project has been completed and is closed.
  2. 17TCHC001 Tarkang Com Hlth Ctr (Project Manager : Santosh Sapkota): Fund received email sent March 2, 2018.
  3. 17PHO001 Possible Charikot Hospital Expansion: \$14,500 transferred from US 10/17/2017. Richard Katzman, Project Manager for this project updated that he is still awaiting response/ report from Possible.
  4. 17NAR001 Narchyang Health Post: Fund of \$31,052 has been transferred (confirmation of receipt of the fund received on 1/9/18) and construction of the community center started on 2/28/18 with hopes to complete before monsoon. Project Manager: Julia Shepardson.
  5. 17 NAMS001 joint telemedicine/ teleconference/ consultation: This Project has been handled by ERC (Education and Research Committee) . Project has been approved for \$11,750, though initially ask was from 13-18.2K. Fund assurance letter has been sent. Fund will only be transferred after confirmation of adequate functioning of the project. Project Managers: Prakash Neupane/ Santosh Sapkota
- Dr Sangita Basnet, updated about this project as she was able to visit Bir hospital during her Nepal visit. Bir Hospital has bought LCD monitor and furniture for about 4k USD. She said that 9 licenses were bought which will be used to connect computers at different sites in Nepal with Bir hospital along with folks from US. This fund from ANMF will also cover for maintenance cost for this project for one year after which NAMS will bear the cost. Social welfare council approval is still pending.



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### Updates of the projects approved as of 8/13/17 contd

6. Awards for best oral/poster presentation for resident and fellow at SIMONS/ Society of Surgeons of Nepal/ NEPAS for Up to \$2000. Funds have not been sent; awaiting identification of best abstracts from SIMON/NEPAS from 2018 conference.

### II. Update on Previous ANMF Nepal projects

1. ANMF/Nepal-Public Health- Sipapokhare: Funds transferred from US \$11,500. Update from Nepal: A. Toilets have been constructed at Chandrawati and Om Ram primary school- report has been received. B. Need report of 80 Toilets constructed at Archale Tole re Zinc plates, cement. C. ANMF-Nepal is waiting for reports from Sindhu Utthan Kendra (SUK; Mr. Basu Dev Adhikari) on the construction of water supply system at Om Ram primary school as well as repair and maintenance of old pipes and taps at Sipapokhare.
2. ANMF/Nepal-Project Oversight for 2017 (15K). The Board voted that the Project has been completed and is closed.
3. ANMF Nepal -Project oversight for 2018. Requested for 15 K USD on 2/8/18. The Board asked to clarify rent situation with ANMF Nepal as the office space was shared with NCCDF. Also ANMF Nepal has been requested to provide with important photos and videos of work done this year in Nepal so that it can be used for more fund raisers in the US. The Board decided to disburse amount in two equal installments after clarifying above questions and pending deliverables furnished from ANMF Nepal. Dr Sangita Basnet will be following on these questions.



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### Update on Previous ANMF Nepal projects contd

4. Chautara District Hospital Prefab Emergency, male and female Ward (88K): Construction started by FIXIT engineering (Er Pashupati Shah) on 11/4/17 and almost complete. Formal handover from Government of Nepal has not happened yet. One room has been in use already. The Board asked that ANMF Nepal do a press release and work on coverage in different media on the handover ceremony. A separate report of the work done at this facility has been circulated by ANMF President , Sangita Basnet after her visit.

5. ANMF Health Posts (12 constructed) : Total 519.5K USD. a.ANMF-Nepal has received the handover letter as well as the letter of gratitude from district health office, Sindhupalchowk. b.ANMF Nepal has instructed Fix it Engineering Pvt. Ltd to collect letter from each of the health posts confirming completion of all outstanding issues.

6. Chauthe Community Health Center , Nuwakot—> USD 44.6k has been set aside. Fund Assurance letter from ANMF has been sent. Social Welfare Council (SWC) has been asking for several documents and ANMF Nepal has been following up on it. Project Manager from US: Dr Sanjaya Khanal.

7. NCCDF-Manikins for Nurse Training-Fund transferred from US: \$5800. details of the training and confirmation of manikins were discussed in the meeting. The Board voted that the Project has been completed and is closed.

8. Health and Development Society Nepal (HDSN)- Temporary Health Shelters: HDSN submitted its report of completion of the remaining two health posts. The Board voted that the Project has been completed and is closed.

8. TUTH-Oxygen Concentration Plant: Awaiting report from ANMF Nepal. Based on previous updates, the project should be heading towards completion.



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**Agenda Item 4**

**Flood Relief Projects update**

17SANO001 Sano Paila- has requested a fund for 6K . No response from the organization despite attempts to contact. The Board decided to cancel the project.



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### Agenda Item 5

#### Update on Projects Approved/Discussed on 12/3/17 Board Meeting

1. 17KUMS001 Physical Rehab At Dhulikhel Hospital: Fund requested 60.6K. Project manager: Ganesh Chaudhary. Fund Assurance (FA) letter sent on 2/6/18. SWC approval pending. Dhulikhel Rotary club sent a letter stating its intent to match some amount of the cost not specified at present.
2. 17HFN001 Psychiatric Rehab At Dang for 121922. Project managers: Binod Dhungana and Julia Shepardson. Fund approved \$30K [construction cost (\$25,000) and \$5k for educational/training purpose]. Municipality will fund about NRs 5 lakhs. Construction for this project has already started. FA letter sent and SWC approval is pending.
3. 17IRHD001 Training Girls For Mchb17 for 4.8K. Project Manager: Baroon rai. Based on recommendation and vetting done at the Projects committee The Board decided to approve this fund to IRHDTC Nepal to conduct this project. This fund will come out of the general fund.
4. 17SOAR001 Nepal Ambulance Service for 5K. Projector Manager: Sunil Sharma. The Board approved the project via web ballot on 12/16/2017. FA letter sent 12/31/17. MOU between Nepal Ambulance Service (NAS) and ANMF signed on 3/21/18. SWC approval pending. Emergency Medical training completed at Butwal and Siddharthanagar.
5. 17NCCDF001 Critical Care Simulation Center for 21.9K. Projector manager: Richard Katzman. The Board has decided to set aside this fund but hold voting on it until several outstanding issues are addressed. A web ballot will be conducted as soon as more information is obtained. Among other things, The Board was concerned about the name of the center, number of manikins needed and its costs, relation between ANMF and NCCDF with rent situation and possible concerns for conflict of interest and maintenance costs for 10 years as mentioned on the proposal.



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### **Agenda Item 6**

### **Website Update**

The Board unanimously concurred with decision made by the Executive Committee to not pursue on a new website. Current website designed by Bijay Acharya was thought to be adequate and thanked him for his efforts. He will remain the web master and was requested to work on highlighting the Project Map on the home page.

All were encouraged to visit website where all the documents including minutes, reports of all projects done by ANMF since the inception are available for public viewing.



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### Agenda Item 7

#### Executive Committee (EC) Update

The Board unanimously concurred with following decision made by the EC-

#### 1. Board members with expiring terms in May, 2018-(total 8)

Bijay Acharya, Marvin Brustin, Ashok Chaudhary, Binod Dhungana, Bob Gerzoff, Richard Katzman, Libby Wilson and Sunil Sharma

-Please complete the google form that the President will be sending if you wish to continue serving in the Board.

#### 2. Members automatically removed from the board

a. If he/she has not attended 50% of all tele board meeting in the past year (without asking to be excused). **And/or**

b. Has not attended two consecutive annual general meetings (and not asked to be excused)

#### 3. New board members

Any new board member needs to be a committee member for at least a year **And/Or** has actively participated in ANMF activities for at least one year.

#### 4. Executive Committee (EC) Election 5/2018

As current President and Secretary of ANMF are stepping down, a new EC will have to be elected at the Annual General Meeting on 5/2018.

-The current ANMF President, Sangita Basnet will be sending out a form/email to all current board members to complete and nominate yourself or someone for the new President, Vice President, Secretary and Treasurer/co-treasurer for tenure starting May 5, 2018.

-Immediate Past President will be on the EC automatically.





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<b>Agenda Item 8</b>	<b>Update on Annual General Meeting, Phoenix May 4-6, 2018</b>
	<p>Santosh Sapkota updated the Board of the Details of the upcoming meeting plans as follows- Dinner on Friday night (May 4) at Dr Amar Bista residence with possible Board meeting. Annual meeting on May 5 consisting of Speakers -Drs Buddha Basnyat , Mangal Rawal (pending visa approval), Ramesh Singh Bhandari, Brendan Thompson, Binod Sah, Roshan Shrestha. ANMF President, Secretary, Treasurer reports will be next set of presentations. New Board 2018 will be elected. Fundraiser Dinner will start from 6PM local time-3 performances from Arizona Nepali Society, Phoenix and fund raiser will be focused on one to two projects, one of which will be for psychiatric rehabilitation facility to be constructed in Dang by Health Foundation Nepal. May 6 morning will have ANMF business meeting and will conclude by 11 am</p>
<b>Agenda Item 9</b>	<b>ANMF Future direction</b>
	<p>-This was briefly touched upon at the Board meeting and will need to be brain stormed at the annual meeting. Strategies to expand ANMF outside of physician groups in medical field along with non-medical fields need to be looked into. ANMF also need to work towards working as umbrella organization to various other Non Profit Organizations operating from US and working on the medical field in Nepal.</p>
<b>Agenda Item 10</b>	The meeting was adjourned at 10PM eastern.