

Minutes for Imagine Adoption Board of Directors
Location: Conference Call
Monday, November 16th, 2009

On Call: Kelly Cussons, Lianne Armstrong, Rob Eagleson, Christine Starr, Martha Maslen, Scott Farrell

Regrets: Samuel Getachew

1. OPENING ITEMS:

a) Call to Order

The meeting was called to order at 8:03pm

b) Opening Announcements

There were no opening announcements

c) Completion & Adoption Of Agenda

There were no additions to the agenda

d) Minutes Of Last Regular Meeting

Motion to approve minutes as amended from October 26, 2009. Approved.

2. APPROVAL ITEMS:

There were no items for approval.

3. DISCUSSION ITEMS:

a) License Renewal – Ontario

The Ontario Ministry is requiring some further clarification from the Board before issuing the license.

The outstanding items should be submitted within the next 10 days.

In order to re-register as an NGO in Ethiopia, the Ontario Ministry must issue a letter stating our license will be renewed. Martha and Rob are working with the Ministry on this.

b) NGO Re-Registration in Ethiopia

This is submitted to the Ministry of Justice.
All documents and supporting letters must be in Ethiopia by November 24. Martha will take the required documents to the Ethiopian Embassy to have them authenticated prior to couriering them to Ethiopia. She will then ensure the package is sent to Ethiopia before the due date.

c) Ethiopia Trip Update

The issues of equality in salaries for the Ethiopian staff, as well as the new Transition House were discussed. It was decided that these issues would be discussed at a later date. There will be a full review of the Transition House by February 2010.

There are 37 employees currently on payroll in Ethiopia.

Kids Link is facing a lawsuit for wrongful dismissal from 33 employees in Ethiopia. Ted met with the lawyer representing Kids Link and will keep us informed of the proceedings.

There are two children still in the Transition House. One is still waiting for paperwork.

d) Ghana Update

JoAnn Barber has requested all files be returned from Hands of Mercy. She has been told that some of the files have been sent back to the Imagine office.

e) ED Recruitment and Hiring

There are four very strong candidates for the ED position. Interviews will be held on December 2, 2009 at the Imagine Office. The intent is to have the person in place by the end of December.

f) One off Countries/One time licenses

The one time licenses are still valid for Tanzania, Haiti, Dominican Republic, and Panama.

JoAnn is waiting to hear from the Ministry regarding the Zambia license as well as the Rwanda license.

g) Retainer Agreement Update

69 retainer agreements had been returned as of 4pm today.

Rob and Scott will assess what the revised number of retainers required actually is with the adjusted cash flow.

h) Misc. Housekeeping – Sibling Fees

It was noted that although there are costs associated with care, there is no secondary fee to adopt a sibling or twin.

Val is putting together a projection of costs associated with adopting a single child versus siblings or twins.

The Board will discuss this at a later date.

i) Misc. Housekeeping – Signing Authority

The Board will keep signing authority until the Executive Director is in place.

j) Misc. Housekeeping – Age of Applicants

The legislation in Ethiopia states that there is no upper age limit for applicants. There is a lower age limit of 25 years.

The agency will set the policy.

k) Misc. Housekeeping – Date of Original Country Appeals

The Board has received four written appeals to date.

The Board will discuss circumstances and parameters of these appeals at the next full board meeting.

The three prospective adoptive parent board members will not be involved in these discussions.

l) Misc. Housekeeping – Fundraising

There have been several inquiries into how people can donate to the agency, and how the agency can accept the money. Martha will look into this further but it was noted that the money would have to be directed overseas and not benefit the families in Canada.

4. REGULAR REPORTS & ROUTINE ITEMS:

- a) The Board documents will be signed by six members with opportunity to add members through an amendment.
- b) Waterloo Police have requested copies of the families' files as part of their fraud investigation.

5. MEETING CLOSE:

a) Final Comments

There were no comments.

b) Next Full Board Meeting

Next meeting is a conference call on Thursday, November 26, 2009 at 8pm.

c) Adjournment

Meeting was adjourned at 9:45pm.