

Minutes for Imagine Adoption Board of Directors
Location: Conference Call
July 19, 2010

On Call: Kelly Cussons, Lianne Armstrong, Rob Eagleson, Christine Starr, Martha Maslen, Scott Farrell, JoAnn Barber, Becky Barker, Melissa Burke

Regrets: Valerie Goodyear

1. OPENING ITEMS:

a) Call to Order

Meeting was called to order at 8:04pm

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 from June 23, 2010. Approved.

e) Business Arising From Minutes of Last Regular Meeting

Abenezer orphanage - see in Section 2 C)

Financial requests from Ethiopia - see in Approval Items

2. DISCUSSION ITEMS:

a) Staff Update To Board

There have been 5 referrals to date in July.

Some of the families waiting for travel visas have received them.

There are 3 families that have been waiting for up to 15 weeks for their medical requests. The IA staff has put in a request to Nairobi asking where they are and to have them tracked.

The staff reported there are several proposed children still waiting for missing paperwork. The staff is hopeful that a few of these will be ready to be referred by the end of July.

b) Follow Up Discussion – Selam Orphanage

The staff confirmed that the relationship with Selam has been terminated. The agency will continue to pay the community sponsorship portion of the contract until November 2010.

c) Follow Up Discussion – Abenezer Orphanage

It was reported that the Board is prepared to move forward with this partnership.

Dr. Bulti is waiting confirmation on an exclusivity agreement.

d) Follow Up Discussion – ED Recruitment

There have been some inquiries into the position of Executive Director. More information to follow.

e) State of Affairs – Cash Flow Discussion vs. Current Referral Rate

Please see the internal memo.

The finance committee is in the process of preparing the revised cash flow for discussion.

This is also being prepared for the review with BDO to be held within the next month.

The Board is committed to sharing this information with the families once it has been reviewed.

f) Discussion of KVI Capital Request

Please see internal memo.

KVI is asking IA to provide additional funding for specific items they require. This will be discussed at a later date.

3. APPROVAL ITEMS:

a) Ethiopian Staff – Salary Increase

Please see internal memo.

This item will be discussed further.

b) Ethiopian Staff – Holiday Pay

Please see internal memo.

Motion to approve payment for holiday pay for all staff.

Approved.

b) Ethiopian Staff – Telephone Allowance and Taxation

Please see internal memo.

Motion to approve payment for telephone allowance and taxation.

Not Approved.

4. REGULAR REPORTS & ROUTINE ITEMS:

a) Family Snapshot

The Board reviewed all regular reporting with no concerns or questions noted.

b) Referral Snapshot

The Board reviewed all regular reporting with no concerns or questions noted.

c) Financial Snapshot

Please see internal memo.

5. MEETING CLOSE:

a) Final Comments

The Board will meet in person for the next full meeting.
Date to be determined.

b) Next Full Board Meeting

To be determined.

c) Adjournment

Meeting was adjourned at 9:47pm.