



Children's Shelter of Hope Foundation
505 N Tomahawk Is Dr
Portland, OR 97217
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Minutes - November Board Meeting
November 26, 2003 Wednesday 9:00 AM
Sudy Coy's condo - (ph 322 5765)

Next Meeting: Week of March 14, 2004 - 9:00 AM Sudy Coy's condo

Board Members Present: Christine Amo, Carmen Berkowitz, Sudy Coy and Amy Welch.

Board Members Absent: Jim Boland, Nick Engels, Vicky Mason.

There being a quorum, the meeting was called to order at 9:15 AM by Board Chair Christine Amo. Amy Welch took minutes.

The meeting was taped by Amo, should anyone wish to listen to the actual proceedings. Contact Amo.

President's Report - Christine Amo

Amo reviewed the sequence of events since first establishing the Foundation.

February 21, 2003 Foundation incorporated through the State of Oregon, and IRS acknowledgement of the foundation

March 31, 2003 The Refugio Infantil Santa Esperanza board acknowledged and approved the foundation as a grant-making entity.

May 1, 2003 Establishing the officers of the 501(c)(3) foundation, Children's Shelter of Hope.

Christine Amo, President

Sudy Coy, Vice President

Amy Welch, Secretary-Treasurer

Jim Boland, Nick Engels, Vicky Mason - Board Members At-Large

Refugio Charity status

Berkowitz stated that Refugio board president Juan Carlos Rios Camarena is working to establish the Refugio as a recognized Mexican charity. Presently the Refugio is incorporated, but has not received approval as a tax deductible organization. Berkowitz and Coy are also members of the Refugio board.

Refugio and Foundation web sites

Berkowitz acknowledged that presently the Refugio is being charged \$40 USD per month for web hosting. Welch explained that possibly we can have Mike Mackay (of DataCat! in Toronto, Canada) host the Refugio site as well as the Foundation site. Berkowitz explained the complications of moving the site as the Puerto Vallarta hosting company holds the www.refugioinfantil.com name. Welch explained that perhaps we can move the Refugio site to www.refugioinfantil.org Welch looked into the .org designation and found that it is available. No change in movement of the Refugio site is anticipated until the Foundation web site is on the web. www.childrens-shelter-of-hope-foundation.org

Welch distributed a mock-up of the foundation site. Welch also asked if board members can write a short paragraph about their background and why they are involved with the Refugio. This information will be posted along with individual photos on the Foundation site.

Treasurer's Report – Amy Welch

Attached is a foundation financial statement. Welch explained that there are still unbilled items such as: \$560 USD for uniforms, web site fees and newsletter printing cost. A check for \$560 USD was given to Berkowitz to purchase school uniforms. After expenses, the foundation is basically depleted. But as newsletters went out to all past donors, and brochures are being distributed, we are hopeful of renewed donations.

Welch encouraged board members to ask family to donate to the foundation in lieu of personal gifts.

Reports from Board members – Sudy Coy and Carmen Berkowitz

Coy reported that Julie Livingston, “Compassion 4 Kids,” will purchase t-shirts for the children to decorate and sell at the February fundraiser. Coy also reported that in the past week, “Compassion 4 Kids” has taken the children to swim with the dolphins, conducted eye exams, donated vitamins, and built furniture for the Refugio.

After hearing about the problem with tooth decay, Welch offered that her brother-in-law, Dr John Hemmer, has written a prescription to cover 5,000 fluoride pills for the children. But to date no Mexican pharmacy has been found to carry (nor is able to order) fluoride. Welch will look to order in the US or Canada.

Coy explained that \$128,750 pesos (approx. \$12,000 USD) is needed to complete the 2nd floor. The original estimate was \$146,750 pesos, but Coy had \$18,000 deducted for paint, as she is confident that the US Navy upon visiting Puerto Vallarta this winter, will pay for, and paint the 2nd floor.

The major items identified are: complete dormitories and multi-purpose room; add bathrooms, including lighting and tiles; add fans, lighting and clothes closets in dormitories; add audiovisual equipment for multi-purpose room, including lighting, closets, and fans; add lighting, tile, and fans for the corridors.

Fundraising during the next four months will be dedicated to completing the second floor; and secondly, to finish the kitchen. All other items, such as dental work, will be considered a third priority.

Carmen Berkowitz moved, Sudy Coy seconded.

PASS: 4 YES, 0 NO.

Streamlining Communications and Decision-Making – Christine Amo

Amo expressed concern that we simplify communication and decision-making. After limited discussion, it was agreed that all communication will be forwarded to Amo. Every 2 weeks, Amo will summarize the communications. As needed, Amo will request voting on an issue with a 7-day discussion period before any vote is taken.

Board Members and Honorary Board Members – Christine Amo

Discussion ensued as to the requirements and obligation of a board member. Amo will explore having an honorary board vs a regular board. Honorary board member status may require less of a commitment and yet honor the board member's participation.

It was questioned if there was concern about having an even number of board members vs an odd number. Welch cited “Robert's Rules of Order” which deem that a president may only vote in the case of a tie, thereby eliminating in part the concern of an even number of board members.

Personal Identification of the Refugio children – Carmen Berkowitz

Berkowitz explained that presently personal identification nametags are being made for each of the children. Then when visitors arrive, or when children are taken on fieldtrips, a tag will clearly identify each child by name.

Sudy Coy moved and Carmen Berkowitz seconded that the November 26, 2003, Board Meeting adjourn at 10:22 AM.

PASS: 4 YES, 0 NO.

Next Meeting: Next meeting week of March 14, 2004, 9 AM, at Sudy Coy's condo. Amo to poll board members for a best day.