

AHSEF Meeting Notes

Attendees: Miano, Tanvir, Sitati, Mbaya, Muchina

Date: 22nd December 2019 at 11am CT

Location: Online Conference Call

Agenda

- Welcome Muchina to the board
- Discuss outstanding items on the Kenyan side that need to be tackled and that hopefully Muchina can help with
 - Verification/photos for 2019 scholarship recipients
 - Names for 2020 scholarship recipients
 - Sports coordinator still missing on the Kenyan side. The students are missing out on thousands of dollars because of this.
 - Formalize relationship between AHSEF, OBC, Secretariat and the school, possibly through a memorandum of understanding, similar to what the OBC seems to have with the school.
 - 2019 holiday fundraising drive

Notes

Meeting called to order by Sitati at 11.08am CT. Agenda items read by Miano. Sitati moved motion to reduce the agenda items to just welcoming Muchina and other items to be addressed in the next meeting. All present approved.

- 1) Muchina was welcomed to the board. Muchina gave a highlight of the work that he has been doing with Old Boys Club. Muchina is the treasurer, just started his second term. Also a trustee of the Alliance High School Endowment Trust and has been involved in fundraising initiatives e.g. in 2016, they went mountain climbing and raised 2 million. Organized a run once a year as a more sustainable way to raise funds for the endowment fund. 300 runners this year, 182 runners last year. Targeting 5,000 runners each year and raising KES 200 million for the endowment fund.
- 2) Tanvir transitioning out in the future and would like to leave the board in good footing. Would like to formalize the relationship between AHSEF and OBC, possibly with memorandum of understanding.
- 3) Names for the 2020 scholarships recipients:- Tanvir looking to formalize the roles on the board and a board member in Kenya who could be the point person for tasks related to local AHS business that require coordination with the school and other local tasks. Mbaya proposed that the OBC secretariat could be an option. Muchina explained that Endowment Fund Trust tries to use the OBC secretariat to get things done. OBC asked the school to get an MOU where the school committed to providing information e.g. fee statements, children in need, performance.

OBC Secretariat has had some successes and failures e.g. a weak response rate for applications for scholarships. Working with Mrs. Olang and the Principal to address those challenges. Mbaya suggested inviting someone from one of the recent classes who has more time to join the board. Also proposed that we brainstorm an automated system to disburse funds. It was resolved that for 2020 scholarships, Tanvir will do the calculations for funds to be disbursed and will follow up with Mrs. Olang with Muchina cc'd on all correspondence.

- 4) Sitati proposed the following agenda items for the February meeting
 - a) How to increase engagement
 - b) Look into engaging organizations have given in the past e.g. Mastercard Foundation
 - c) Encouraging a culture of giving among old boys
- 5) Mbaya discussed the 2020 push for chapel project. Goal is to raise \$2 million with \$1 million targeted to be raised by the OBC. 40 old boys already contributed 10% of the target. AHSEF could provide an avenue to raise money from US based old boys.
- 6) Sitati reiterated and Tanvir corroborated that while AHSEF settled on merit scholarships because they are straightforward to execute; As the fund grows, it can fund need-based scholarships and other aspects of student life at AHS. AHSEF can also raise money for other things as long as they are compatible with 503(c) status.
- 7) There being no other business, Sitati adjourned the meeting at 11.59am CT

Actions

Tanvir to reach out to Mrs. Olang about 2020 recipients