

Guatemala Stove Project Volunteer Meeting
Friday June 23, 2006
Perth, Coutts and Co.

1. Welcome - in attendance - Tom Clarke, Ron Powers, Amanda Brady, Steev Morgan, Al Teflissi, Liz Ballantyne-Jackson, John Kanselli (sp?) Emily Upham-Mills, Steev Morgan to chair, Liz Ballantyne-Jackson to take minutes

Dates for future meetings determined:

Friday, September 22,

Friday, November 3, 2006 7:30 pm Coutts and Co, Perth

2. Agenda reviewed and items added, order changed.

3. Minutes of the previous meeting discussed. Follow up discussion of some action items:

Meeting with Dave McGahey, Ali Ross and Ryan's Well group - follow up from meeting requested - Ron to make inquiries.

Printing of brochures - quotes still being investigated, revised brochures will be needed in the future. **Action Item - volunteers asked to provide input for revisions to brochures within the next few weeks.**

Photo Needs Response - input has been sent to David Zimmerly, new/revised slide show is being developed with new photos.

Action Item - follow up to Medical Bus Initiative - information should be posted on the GSP web site to inform people.

Minutes of last meeting approved.

4. Volunteers needed to help out Eric Scheuneman who keeps our database of families that receive stoves, does bookkeeping, makes receipts etc. Each year the GSP thanks Eric for his contribution by stacking and cording wood for him. **Ron to coordinate volunteers.**

5. Summary of Annual General Meeting (AGM) Main point of interest - Ali Ross has stepped down as a coordinator. This will leave a big void in the project. Ali has prepared a list of Key Performance Indicators, or jobs which she has taken care of or assisted with in the past years. Ali made 21 presentations in the past year, Tom 14. Presentations to groups are the best way of getting news of the Project out to the public. The void from Ali's departure will be hard to fill. Tom can't be expected to take on all of the coordinator tasks himself. Other project volunteers will have to step forward to fill some of the gaps. The hiring of a paid administrator to complete some tasks may be necessary in order to keep some of the Project's administrative responsibilities going.

Some of the ongoing responsibilities which will need to be taken on:

Sending out receipts and Thank You cards

Processing donations

e-mailing to coordinate presentations

Coordinating the annual Guatemala Volunteer trip

Corresponding with our Guatemalan partners in Spanish

Making presentations - this will have the biggest impact on the amount of fundraising that is completed. Experienced volunteers will have to take on the job of making presentations.

Samantha Evans has been elected as a new Board Member for the GSP. She is a GSP volunteer from Ottawa.

The GSP now has volunteer groups meeting in both Ottawa and Toronto.

6. Progress of new audio-visual presentation - David Zimmerly not present. David to present when ready.

7. Report on recent Ottawa group activities - Dance held on June 2 at the Bayou was successful. Approximately 120 people in attendance, about \$2,000.00 profit made - money will go towards the outfitting of a mobile medical bus to be taken to Guatemala and used in the highlands. The fundraising target for this is about \$15,000.00. Tom stressed the importance of advance ticket sales in order to ensure

the success of the dance. There will be a follow-up meeting of the Ottawa group on June 3 to review the dance and discuss future endeavours.

Tom will attend a meeting on June 29 in Toronto with a new group there.

8. Future Perth Volunteer activities - no fundraising activities have taken place since November 2005. A commitment to hold an event was made.

Action item: volunteers to investigate possible venues for a dinner or dance to take place possibly in November. Initial preparations and inquiries should be made during the summer.

9. New item - John Kanselli from Sharbot Lake has offered to coordinate a fundraising effort at Sharbot Lake High School, with the aim of raising approximately \$5000.00 with the possibility of the money going towards the building of a school and other endeavours. He will need support from the Perth group to give presentations and coordinate the followup.

Meeting adjourned.