



AMERICA NEPAL  
MEDICAL  
FOUNDATION  
Advancing Healthcare in Nepal

## ANMF Quarterly Board Meeting

Feb 21, 2021, Sunday

Meeting Logistics			
Meeting Date	Feb 21, 2021	Time	730 PM to 1015 PM EST
Chair/Facilitator	Bhupesh Khadka/ Binod Khadka/Bishnu Sapkota	Prepared by	Bishnu Sapkota
Purpose:	Quarterly Board Meeting		
Location:	Online-ZOOM		

Participants					
Anil Suwal	P	Dixa Dhital	P	Sandesh Pandit	P
Bhupesh Khadka	P	Ganesh Chaudhary	P	Santosh Sapkota	P
Binod Dhungana	P	Julia Shepardson	P	Subodh Mallik	E
Binod Khadka	P	Kalpana Shrestha	P	Sunil Sharma	E
Bishnu Sapkota	P	Libby Wilson	P	Invited Guests-Dr. Bhupendra K. Basnet	P
Chandra P. Chataut	P	Marvin Brustin	P		
Dinesh Subedi	P	Narayan Dharel	P		
Dinesh Mainali	P	Prakash Thapaliya	P		
Dick Katzman	P	Raju Century	E		

E - Excused  
P - Present  
A - Absent

## **Minutes of ANMF Board Meeting of 02/21/2021**

1. The minute of the last board meeting from 11/22/2020 was approved by the board unanimously.
2. The board acknowledged that they received meeting minutes from various committees.

### **3. Discussion on upcoming 25<sup>th</sup> Annual General Meeting (AGM)**

Members discussed the tentative timing, modality, and venue of the upcoming AGM. The Board was aware that a lot will depend on the COVID situation and the overall vaccination status of the general population. In person meetings, if possible, will likely increase participation. It may be possible to hold one later this year. Dr. Donald Blair from Syracuse may have an interest in hosting AGM in Syracuse as this will be the 25<sup>th</sup> AGM. Members did point out that this venue may not be logistically feasible due to the limited availability of flights. Members pointed out that since this is the 25<sup>TH</sup> AGM, we should do something special to commemorate. Ideas about hosting the business portion of AGM online in May of 2021 and the annual meeting with a fundraiser in later part of the year were also brought up. Some members also suggested the hybrid model- in person plus online. In the end, the board delegated this decision to the executive team who would discuss and come up with the timing, modality, and venue of the upcoming AGM. Dr Binod Dhungana has agreed to conduct a survey among members regarding this.

### **4. Committee updates**

Committee chairs updated on the status, progress, and challenges regarding their respective committee. Minutes from each respective committee were emailed to members earlier with details.

Dr. Dinesh Subedi updated the board about the work of the collaboration committee and asked if ANMF can do activities such as health camps here in USA for people of Nepali origin. Members pointed out that ANMF by-law is prohibitive regarding this. There may be an opportunity to cooperate with other organizations who work in that area, here in USA. Legal implications need to be taken into consideration before working in this area.

Dr. Narayan Dharel from ERDC highlighted their works in the areas of webinar, expert sharing, and research, especially convalescent plasma study in collaboration with NHRC. The committee is discussing if ANMF can play a role in the CME activities/recertification process for health care providers in Nepal in cooperation with NMC.

Dr. Anil Suwal from the outreach committee briefly updated on their work.

Dr. Dinesh Subedi notified the board that the publication committee has a goal to publish another newsletter soon. They just published a newsletter which was circulated among all members.

## **5. Finance Updates**

Ms. Kalpana Shrestha updated the current financial status of the ANMF. ANMF added 90 new life members in the year 2020 and one new life member in 2021. Administrative expenses were exceptionally low in the year 2020.

The total income for the year 2020 was \$234,071.76 and the total expenses were \$434,488.73. Overall, 2020 observed robust fundraising despite the challenging time.

Bank Consolidation- People's Bank account is permanently closed, and the account is now consolidated in Bank of America, which provides an online banking system bringing us convenience to avoid in-person trips to the bank.

Donor letter- Finance team completed the task of sending donor letter to all donors who have donated more than 250 dollars in the calendar year 2020.

Tax-filing – Task in hand for the finance committee is to file tax for 2020 which will be undertaken in next few weeks.

Hours- It is vital for non-profits to monitor the hours we are putting in just like we monitor all the finances. All members were encouraged to report their hours.

ANMF Project Detail Report as of 02/15/2021								
Project #	Grantee	Title	Proposed Date	Approved Date	Amount Requested	Amount Approved	Balance fund requirement	Fund Assurance Letter Date
19HFN001	Health Foundation Nepal	Establishing an Intergrated Community Mental Health Center	2/1/2019	5/5/2019	\$ 20,000	\$ 20,000	\$ 20,000.00	16-May-2019
19NN001	NepalMed Nepal	Oxygen Plant- Ampipal Hospital, Gorkha	8/26/2019	2/2/2020	\$ 23,000	\$ 23,000	\$ 23,000.00	1-Mar-2020
19KICH001	National Institute Of Pediatrics	KIOCH		2/23/2020	\$ 100,000	RAISE FUNDS	????	
20CME001	Nepal Paediatric Society	CME_ Paediatric Critical Care		2/23/2020	\$ 1,580	\$ 1,580	\$ 1,580.00	
20ANMF003	ANMF Nepal	N95 Masks for Healthcare Workers	10/13/2020	web 10/20/2020	\$ 17,750.00	\$ 17,950.00	\$ 17,750.00	11/11/2020
20ANMF006	ANMF Nepal	Oxygen Supply and Pipeline for Isolation Center at Radhe swamki Satsang Vyas	11/21/2020	11/22/2020	\$ 66,900.00	\$66,900	\$ 66,900.00	11/23/2020
							\$ 129,230.00	
<b>Funds Available 01/29/2021</b>								
	Bank of America- (**9623- Main)	\$	145,857.12					
	Bank of America (**6207)	\$	23,721.35					
	Facebook	\$	204.83					
	PayPal	\$	6,370.12					
	Funds in bank	\$	176,153.42					
	Total Funds required for Projects	\$	129,230.00					
	<b>Available for projects</b>	\$	<b>46,923.42</b>					
	Less: restricted funds for KIOCH	\$	4,700.00					
	<b>Unrestricted funds available</b>	\$	<b>42,223.42</b>					

## 6. Corona relief work updates and SAVE lives Campaign.

ANMF president Dr. Bhupesh Khadka and ANMF Nepal president Dr. Bhupendra Basnet gave an update about ongoing corona relief works in Nepal.

Case load of COVID-19 seems to be decreasing at this moment. Isolation center-field hospital and Liquid oxygen project is on standby currently.

SanoPaila fund has been dispersed.

ANMF-N and Nepal Medical Association completed its second COVID-related training of health care workers in Nepal.

NEPCOR project has been withdrawn. Final reports from ASK Foundation is awaited.

3M masks have been distributed; the fund is yet to be wired pending SWC approval.

Four High Flow Nasal Canula (HFNC) has been distributed, two to TUTH and two to Bir Hospital.

## Budget breakdown till now of Corona Relief

S.N	Item	Unit	Price
1.	Masks	6277	Rs.26,55,516
2.	PPE set	800	Rs.30,14,880
3.	Computer and mobile set total	1 and 1	Rs.1,22,980
4.	Gown separate	1100	Rs.17,47,500
5.	NCCDF training		Rs.3,79,000
6.	Videography		Rs.10,735
7.	Mahabir Pun(NIC)		Rs.15,00,000
8.	Swab collection Vehicle		Rs.3,14,000
9.	Face Shield	600	Rs.1,50,000
10.	NMA training facility		Rs.8,45,800
11.	HFN (UGVI)		Rs.2,00,000
12.	PAPR	12	Rs.11,99,991
13.	3M masks	3000	Rs.10,99,984
14.	Sanopaila		Rs.4,24,600
15.	High flow	4	Rs.19,92,000
			Rs.1,56,56,986

## Total Corona projects of ANMF

S.N	Name of Project	Fund assurance (\$)	Date Received	Dollar rate	Nepali Rs
1.	20ANMF001 Coronavirus Relief	\$30,000.	19 <sup>th</sup> March 2020	\$1=Rs119.55	Rs.35,86,500
2.	20ANMF001 Coronavirus Relief	\$35,000	1 <sup>st</sup> April 2020	\$1=Rs120.3	Rs.42,10,500
3.	20ANMF001 Coronavirus Relief	\$35,000	15 <sup>th</sup> April 2020	\$1=Rs121.65	Rs.42,57,750
4.	20ANMF001 Continuation Emergency Funding for ANMF/Nepal	\$22,584	28 <sup>th</sup> October 2020	\$1=Rs117.65	Rs.26,57,007
5.	20ANMF003 N95 Masks and High Flow Oxygen For Public Health Care Institutions	\$17,950	Not received	Not received	Not received
			Total Received		Rs.1,47,11,757

### **20ANMF001 Continuation Emergency Funding for ANMF/Nepal \$22,584**

S.No	Name of the projects	Funds in dollar	Project Status	Remarks
1.	2 PAPR for BPKHS	\$1700	Completed	
2.	National Innovation Center (NIC)	\$2,500	Completed	
3.	Sanopaila- Human resource for Isolation center	\$8334	Completed	Only \$3538.33 were given to Sanopaila due to short period of project
4.	Telemedicine setup for Ask foundation	\$4200	Pending	Still on hold because waiting for report
5.	Nepcor- Dr.Sangita	\$5850	Cancelled	Project has been called off

#### Total Budget remaining in ANMF-Nepal's Bank Account

S.N	Total Budget received	Amount in Dollar	Amount in NRS
1.	Total budget sent from ANMF-US	\$1,22,584	Rs. 1,47,11,757
2.	Budget still pending to be sent	\$17,950	Rs.21,00,150
	Total budget received	\$140,534	Rs.1,68,11,907

S.N	Total Budget spent	Amount in Dollar	Amount in NRS
1.	Total Budget received	\$140,534	Rs.1,68,11,907
2.	Budget already spent	N/A	Rs.1,56,56,986
	Total Budget remaining in ANMF-Nepal's bank account	\$9871.11 (\$1=Rs.117)	Rs.11,54,921

#### 7.Project committee discussion

***21ANMF001 High Flow Oxygen; America Nepal Medical Foundation – Nepal. Grant Amount: \$8,547; Application date: Jan 19, 2021.***

This project is for 2 HFNC for the total amount of USD 8,547.

#### Board's decision

**Board unanimously approved reallocation of funds by ANMF-N from acute corona relief fund to buy 2 additional high flow nasal canula for \$8547.00.**

**The new proposal 21ANMF001 will be withdrawn by ANMF Nepal.**

***21KIOCH001 Environmental Impact Assessment; Kathmandu Institute of Child Health. Grant Amount: \$10,000; Application date: Jan 10, 2021***

**Project Managers: Sandesh Pandit & Bikash Bhattarai**

PC committee members unanimously recommend supporting 21KIOCH001 Environmental Impact Assessment; for the full amount of USD 10,000 (USD 4700 from the KIOCH restricted fund and USD 5300 from unrestricted fund)

**Board decision: Board approved \$10,000 for above project (Vote: 15 Yes, 1 abstained, 1 recused)**

USD 4700 is already earmarked for KIOCH from prior fundraising. Hence, after releasing this amount, the additional USD 5,300 is needed to be approved from the unrestricted ANMF fund and board approved this \$5300.00 from unrestricted fund.

***20ANCP002 Office Expenses 2020-21; America Nepal Chikitsa Pratisthan. Grant Amount: \$12,811.  
Application date: 29-Dec-20***

***Project Managers: Dick Katzman & Saroj Khanal***

PC committee unanimously recommend supporting 20ANCP002 Office Expenses 2020-21 for the amount of US 12,811.

**Board's discussion:**

Board discussed that maybe we can cut down expenses like ANMF-N AGM and meeting expenses from the requested amount at this time. The cost may have gone up as ANMF-N now needs money for office rental space.

Board unanimously approved \$10,000.00 for operating expense for the year 2021 and board will reevaluate later if any additional expense is needed based on ANMF-N request.

***20GNKT001 Electronic Health Records; Guna Nidhi Khanal Memorial Trust. Grant Amount: \$6,000.  
Application date: 19-Nov-20***

***Project Managers: Shraddha Manadhar & Ganesh Chaudhary***

PC committee members unanimously recommended supporting 20GNKT001 Electronic Health Records for the total grant amount of \$6,000.

**Board decision: Board approved \$6000.00 for this project, Vote- 17 Yes, 2 abstained**



**Project committee recommended closing of these completed projects:**

**19IRHD001:** I am a Child, not a Bride Campaign – Integrated Rural Health Development Training Center

**19NCCDF002:** Simulation Center Sustainability

**Board approved to close above two projects.**

PC committee will ask ANMF-N to withdraw ANMF on two projects-**21ANMF001 and NEPCOR project.**

**Updates about pending projects.**

**Koshi Oxygen Plant(19KH001)-** The structure for the oxygen plant has almost finished and biomedical engineer and ANMF-N team will visit the site before the installation of pipelines to make sure everything is on track. The vendor has said it will be complete in a month time.

**Bronchoscope(18PAHS001) and Rheumatology project(18PAHS003)-** The medical equipment has reached the store of Patan Hospital and now after the final technical evaluation is done, it will be handed over to Patan Hospital.

**Oxygen plant at Ampipal Hospital(19NN001)-** There is ongoing discussion regarding this project.

**8.Feedback/suggestion from Board Members**

Members discussed about the possible need to notify donors if isolation center-field hospital (20ANMF006) project is withdrawn, board awaits final decision regarding same from ANMF-Nepal.

Dr. Anup Subedi, nationally recognized infectious disease expert from Nepal was appreciative of ANMF works in fighting the pandemic in Nepal.

## Other updates

- ANMF and The Nepal Medical Association successfully conducted a second educational seminar for health care workers from **November 23-25, 2020** on COVID-19 management.
- ANMF participated in the annual general meeting of The Australasian Nepalese Medical and Dental Association (ANMDA) via zoom on 1/30/2021. ANMF Secretary Dr. Bishnu Sapkota did a short presentation about the ANMF COVID-19 Relief Work in Nepal and possible ways of collaboration in fighting the pandemic and other areas that can help advance healthcare in Nepal.
- The ANMF 2020 Newsletter was emailed to all the members. Many thanks to the publication committee and Dr. Dinesh Subedi for their hard work regarding this.
- ANMF participated in a meeting with Nepali Academics in America (NACA) on 12/06/2020.

The purpose of this meeting was to discuss the possibility of working together for an interdisciplinary platform that can optimize collaboration. The prospect of collaboration can span all aspects of academic life (academics, research, and service) whether in the US, Nepal, or beyond, maximizing the benefits for all, minute attached.

- A meeting was held with ANMF Nepal on 1/17/2021 to discuss state of COVID relief works in Nepal, minute attached.
- ANMF hosted a meeting of the Alliance of Nepali Medical Diaspora to discuss ongoing works in Nepal by each organization and to look for opportunities to collaborate and avoid overlap on 2/13/2021, minute attached.

## Webinars updates

1. COVID-19 Vaccines and New Strains: An Update #1, 02/06/2021
2. COVID-19 in Children; Issues in management, 11/28/2020

Meeting adjourned at 10:15pm

**Next Board meeting-Sunday 0730PM -0930PM EST, May 16,2021**



