



Meeting Logistics			
Meeting Date	April 10, 2022, Sunday	Time	8 PM to 11 PM EST
Chair/Facilitator	Bhupesh Khadka	Prepared by	Sandesh Pandit
Purpose:	Board Meeting		
Location:	Online-ZOOM		

Participants		
Anil Suwal-P	Ganesh Chaudhary-P	Santosh Sapkota-P
Bhupesh Khadka-P	Jivan Lamichhane- P	Shambhu Aryal -P
Binod Dhungana-P	Julia Shepardson-P	
Binod Khadka-P	Kalpna Shrestha-P	Members present - 17/20
Bishnu Sapkota-P	Libby Wilson-E	
Chandra Prakash Chataut-A	Marvin Brustin- P	
Dinesh Subedi-P	Subodh Mallik- P	E - Excused P - Present A-Absent
Dixa Dhital- P	Raju Century-P	
Sunil Sharma- E	Sandesh Pandit-P	

A. Minutes of ANMF Board Meeting on 3/6/2022 and 4/10/2022

Board approved the minutes unanimously.

B. EC meeting minutes from the previous meeting-03/20/2022

Board approved the minutes unanimously. With this EC approves recommending the executive director position to the board.

C.Financial update presented by Kalpana Shrestha

Bank Balance as of 03/31/2022

BOA Account#1	\$ 103,510.63
BOA Account # 2	\$ 92,268.16
PayPal	\$ 452.62
Total Available	\$ 196,231.41

Details of funds Raised and Projects Funded Jan 1,2021 to March 31, 2022

Funds raised

Covid -19 relief	\$ 500,148.50
General Donation	\$ 10,499.64
Membership	\$ 16,975.00
Total Funds raised	\$ 527,623.14

Projects Financed

Covid Projects

Covid 19 Antigen Test	\$ 13,895.00
Covid 19 Communication Team	\$ 7,662.00
Covid 19 relief-N95 masks HCW	\$ 17,950.00
O2 Concentrators and HFN Cannul	\$ 40,000.00
O2 supply Isolation Center	\$ 66,900.00
Oxygen Plants for Nepal	\$ 236,583.49
Tele consult- Home isolation pt	\$ 19,896.00
Ventilator Training Lab	\$ 14,500.00
Total Covid Relief	\$ 417,386.49

General Projects

Ampipal Hospital- Oxygen Plant	\$ 19,046.00
ANMF Nepal oversight exp	\$ 10,000.00
Community Mental Health Ctr	\$ 20,000.00
EHR implementation	\$ 6,000.00
Ensuring Health and Well-being	\$ 7,000.00
Environmental Impact Assessment	\$ 10,000.00
Scholarship Award- CriticalCare	\$ 11,480.00
Total Other	\$ 83,526.00
Total Projects funded	\$ 500,912.49

Projects approved awaiting SWC

Covid Relief Projects

21MMDC002	Oxygen Plant- Pharping	\$ 17,421.00	
21ANMF005/06/ 07	Oxygen Plant transportation	\$ 30,000.00	
22HAPS002	Community Omicron Training	\$ 10,000.00	
	Total Covid Relief Projects approved		\$ 57,421.00

General Projects

20CME001	CME Paediatric Critical Care	\$ 1,580.00	
21NIRI001	Nexus Institute of Research & Innovation	\$ 10,000.00	
21PHECT002	Acute Burn Care	\$ 35,000.00	
	Total General Projects		\$ 46,580.00

Total Projects to be funded **\$ 104,001.00**

Covid Fund Status

Covid 19 relief Funds raised	\$ 500,148.50
Covid Relief Projects Financed	\$ 417,386.49
Total Covid Relief Projects approved	\$ 57,421.00
Balance Covid Funds available	\$ 25,341.01

Fund Status as of 03/31/2022

Funds in Bank	\$ 196,231.41
Total Projects to be funded	\$ 104,001.00
Total Available for future projects	\$ 92,230.41

D.Project Updates- Oxygen plants 21ANMF005/21ANMF006/21ANMF007

Paperwork was done for sea transportation. Medioxo has sent funds to Novair but is facing some hurdles in sending dollars from Nepal to France. After receiving the fund, it will start repackaging the plants, and the shipping date will be confirmed. Board will get an update regarding the transportation cost if the amount exceeds USD 30,000. Funds left in ANMF Nepal may be able to cover nominal expenses if the cost of transportation changes.

E.Policy Updates

A.Project Proposal submission guideline #4 (as listed in the website) will be revised to include “wages” and will read as follows- **Proposals for wages, travel, accommodation, and dining/living costs will not be accepted. Exceptions will be made on a case-by-case basis.**

Motion made, seconded, and approved unanimously by the board.

B. If the grant recipient fails to obtain SWC approval within one year, then the Fund Assurance Letter will be void and the organization will be asked to resubmit its grant application. The Fund Assurance Letter from here onward will include the above. This will be added as the ninth point in the proposal submission guideline as follows- **If the grant recipient fails to obtain SWC approval within one year, then this letter will be void and the grant recipient will be asked to resubmit its grant application.**

F. Projects committee

1) Equipment for Birthing Center at Yaku Health Post 22ANMFS002

Proposed date: 17 March 2022

Grant amount: \$ 4,128 grant

USA Project Manager: Shradha Manandhar

PC recommendation: APPROVE \$4,128.

A motion was made, seconded, and approved unanimously by the board.

2) Perioperative Critical Events in Obstetrics 22ANMF004

Proposed date: 24 March 2022

Grant amount: \$ 2000.

USA Project Manager: Shradha Manandhar

Submitted by: ANMF/Nepal for Daisy Sangroula, MD, University of Louisville and ANMF Life Member.

PC recommendation: APPROVAL PENDING.

During the meeting, correspondence was received from Daisy Sangroula confirming that the funding is the materials.

A motion was made, seconded, and approved unanimously by the board.

3) Medical Equipment and Supplies for Covid 19 22IRHD001

Proposed date: 24 February 2022

Grant amount: \$ 23,041 grant

USA Project Manager: Ganesh Chaudhary

Submitted by: Integrated Rural Health Development Training Center Nepal

Information: IRHDTC has successfully completed projects funded by ANMF in the past (I am a Child Not a Bride) with excellent reporting and outcomes. The PC feels that now is not the time to spend more funds on Covid projects. We suggest writing a letter of encouragement to IRHDTC in the hopes of receiving future innovative project proposals.

PC recommendation: DENY.

The motion was made, and the project was unanimously disapproved by the board.

4) Provide Quality Medical Care to the Poor 22FSB001

Proposed date: 12 February 2022

Grant amount: \$ 33,000 grant

USA Project Manager: Suresh Basnet

Submitted by: Friends of Shanta Bhawan

Information: Request is for ANMF to financially support one full-time medical doctor for three years to address patient concerns and provide counseling, diagnosis, and treatment. Proposal is for 3 years' wages for a medical doctor.

Earlier, the board discussed in detail about policies regarding the project that proposals for wages will not be accepted. PC denied it for the same concern.

The motion was made and the project was disapproved unanimously.

5) Equipment for Sim Lab at Bir Hospital 22ANMF003

Proposed date: 25th March 2022

Grant amount: \$ 99,332.

USA Project Manager: Jiwan Lamichhane

Submitted by: ANMF/Nepal.

Information: ANMF with the partnership of Bir Hospital will be helping to establish a state-of-art Sim lab at Bir Hospital. ANMF will provide funds for the procurement of different equipment needed for the simulation lab at Bir Hospital. Bir hospital is heavily invested in this project. The detailed list of the items submitted is attached as Appendix A. We are awaiting a detailed budget, other funding sources like WHO, EU and some assurance about Simlab sustainability from ANMF/Nepal.

Once more information is obtained web-ballot will be conducted. Likely this will be one of the several projects for fundraiser at the upcoming AGM.

G.PC recommends the following projects be closed by the Board as completed.

<u>ID</u>	<u>Project Title</u>	<u>Institution</u>	<u>USA Manager</u>	<u>\$ Sent</u>	<u>PC RECOMEN DS</u>
21ANM F003	<u>Oxygen Concentrators and HFNC</u>	America Nepal Medical Foundation - Nepal	Narayan Neupane & Dixa Dhital	\$40,000	CLOSE
21ANM F013	<u>Covid Teleconsultati on 3a</u>	America Nepal Medical Foundation - Nepal	Bikash Bhattarai & Dixa Dhital	\$2,074	CLOSE
21KICHO 01	<u>Environmental Impact Assessment</u>	Kathmandu Institute of Child Health	Sandesh Pandit & Bikash Bhattarai	\$10,000	CLOSE

21VCN001	COVID-19 Antigen Test	Volunteer Corps Nepal	Ganesh Chaudhary	\$13,895	CLOSE
20ANCP002	Office Expenses 2020-21	America Nepal Chikitsa Pratisthan	Dick Katzman & Saroj Khanal	\$10,000	CLOSE
20ANMF001	Coronavirus Relief	America Nepal Medical Foundation - Nepal	Santosh Sapkota	\$122,584	CLOSE
20ANMF003	N95 Masks for Health Care Workers	America Nepal Medical Foundation - Nepal	Santosh Sapkota	\$17,950	CLOSE
19NN001	Oxygen Plant - Ampipal Hospital	Nepalmed Nepal	Sandesh Pandit	\$19,046	CLOSE
19RAHS001	ICU at Rapti Academy of Health Sciences	Rapti Academy of Health Sciences	Suresh Basnet	\$58,010	CLOSE

The motion was made , seconded and approved unanimously to close the above projects.

H. Approved and ongoing projects.

I.21NCCDF002 Scholarships awards critical care nursing training (NCCDF): NCCDF have completed the project. SWC approval on 3/13/22. Fund transferred 3/23/22. The completion report is pending. Bhupesh has asked for photos and videos to include the stories of 10 participants from outside the valley who got trained for 3 months at HAMS hospital. US Managers: Jivan & Shraddha.

II.21MAIT001 "Ensuring health and well-being for the beneficiaries of Maiti Nepal" (Maiti Nepal): Report received on 3/9/22. Over 200 women benefitted and they only used 2300 USD thus far. Over 4600 USD is still to be used. US Manager: Julia

III. 21MMDC002 Oxygen plant (Pharping): USM-Narayan N-need SWC approval n MOU. It is because; they have not developed a clear policy on this topic and are still working on it under the governance of the Federal Government. **No new update**

IV. 21NIRI001 Determinants and burden of non-communicable diseases in adults and respiratory health in children: a longitudinal family cohort study in Nepal (USM Dinesh S) needs MOUs after pending SWC approval. **No new update**

V. Acute Burn Care 21PHCT002. Grant amount: \$35,000 grant. USA Project Manager: Jivan Lamichhane. **No update.**

VI. Community Covid Training 22HAPS002. Grant amount: \$ 10,000 . USA Project Manager: Bikash Bhattarai. **No Update.**

I. Annual General Meeting on 5/21/22. Plans and Preparation (Binod Khadka)

The theme for 26th AGM will be **Envisioning healthier Nepal together!** Besides housekeeping presentations from the organization, we will also be doing fundraising for specific projects and also for the generic goal of Advancing healthcare in Nepal which will be used for different upcoming projects. It will start at 8 pm EST. Santosh, Sandesh, Jivan, and Shreebatsa Dhital will help with IT needs. Chair from different committees will be allocated some time to give a gist of what their respective committee does.

There are 6 new applicants for the board. Vikash Pathak, Swikrity Upadhyay, Navin Kaini, Saroj Kandel, Bikash Bhattarai, Narayan Neupane so far. The new board decides the officer. Binod envisioned making the board as inclusive as possible. It was discussed that the board members be involved in a committee.

The deadline for the application submission will be next week 04/18/2022. Bishnu will work on the press release. Zoom capacity needs to be increased for the event!

J. Executive Director for ANMF

The Extended Executive Committee meeting met on 3/20/22 and recommended that the board consider creating and hiring for the position of executive director for ANMF. See Minutes. Back in October when the idea was floated for the Executive director board was open to it. Preliminary "Roles and Responsibilities" of this position is drafted by Bhupesh and is circulated to the board and is subject to change based on the board's feedback.

Discussions in the board

1. Possibility of funding this position from Nepal
2. Need homework to figure out a way to pay for the director stationed abroad. Do we have to be listed as INGO in Nepal to make it happen?

3. Need to be done as a trial/test rather than a decision.
4. Should not impact the low-cost/ high-impact reputation of the organization.
5. If we continue to do disaster work, then having someone taking the lead to coordinate with several other relief organizations makes sense.
6. Our budget has grown irrespective of the disaster. It means the scope of the work has broadened.
7. Need to continue to discuss the Endowment fund for ANMF
8. The board might have a consensus to hire for an interim position as a trial for a year with midterm analysis in 6 months and clause of no-cause termination. Few board members have expressed that this might be too short of a time to perceive the impact.
9. Need to devise ways to evaluate.
10. Need to involve the ANMF Nepal team.
11. Need to expand the thinking to include the implications of litigation.
12. Bhupesh asked Kalpana, Marvin, and Julia to provide feedback to the board about the pros and cons of this position from the accounting, legal and managerial perspectives via email.
13. No motion for votes was called at this meeting for the executive director position.

K. Automation: Quote for fundraising platform and event management (Bhupesh)- Few quotes from different organizations were forwarded to the Board. Members provided feedback that it wouldn't be a good fit for our organizations. Possibility of creating our own database! Binod Dhungana will look into the CRM(Customer Relationship Management) that his company in Nepal uses.

Meeting Adjourned

Total time 3:54

Next Meeting 5/15/2022

THE END
