



# Laptops to Lesotho Board Meeting Agenda

Location: Via Conference Call

Date: January 25, 2020

Attending: Vicki Panhuisse (Treasurer), Kathy Plath (Acting President), Florence Monoto, Sarah Gardner (Secretary)

Time: 9:00 AM MST / 11:00 EDT / 6:00 PM SAST

## Agenda Items

**Call to Order:** Kathy called the meeting to order at 11:17 AM EST.

**Minutes:** Kathy motioned to approve the minutes from previous meeting, Vicki seconded.

### Old Business

#### **Classroom cost update**

Kathy summarized our current position. We will not move forward until we have building costs finalized to the satisfaction of the board. We will go ahead and pay for the remainder of bricks but nothing else until costs are finalized. Vicki sent funds to Florence to travel to pick up the rest of the bricks, pay the remainder, and get a revised receipt.

Vicki would like to have a commitment to costs in writing for a contract with the builder to avoid any end of project surprise costs. Quote includes electrician fee and wires, but Sherrie's email had said he wasn't planning on wiring the building. We need one document with all the quotes and information in one place. If project really comes to \$23,000 it would wipe out our entire balance. That doesn't include solar. We have two different quotes for Chai Mei that are unsupported.

Funding is a big question mark. Kathy suggested that Florence and Fortunate pursue local grant or funding sources and be our Maseru Rotary Club contact. (We have had no response from Maseru Rotary since December 8 when Kathy asked about buying fires.) Florence can investigate if Kindle Fires can be purchased locally to avoid import taxes. Kathy is also pursuing a grant through Light Up Africa.

Florence explained the Chai Mei enterprise quotation came from Bokang (builder) and she told him to look for a clearer quotation so we can read it. She told builder to put everything together in one document. Quotes may have gone up a little bit because of the new year. She is not sure if builder will need to wire the house – need to clarify whether builder will wire or if solar contractor will handle it. Florence can ask builder if he is able to do solar – we know he is able to do wiring. 10k from Chai Mei is for wiring and materials. Florence will check with Me' Alice when electricity will be at village (it is progressing). When building plan was made for library, the size increased a lot from the small classroom we had made originally, which caused cost increases.

### **Action Steps**

1. Finalize building costs to satisfaction of board
2. Determine cost and locate contractor for solar/electrical work. Clarify if it's included in bid – coordinate with builder (use specs from Henk)
3. Florence will contact Maseru Rotary to determine their financial commitment
4. Florence will find out if Fires can be purchased locally in Lesotho
5. Find local sources of grants to at least pay for solar/electrical portion of building

## **2020 Training Trip**

Trip is currently on hold. Kathy will not be going to Lesotho in March - perhaps October when building is closer to completion to set up the library.

## **New Business**

### **Website**

Wix platform has a user friendly format and is also mobile friendly. It costs \$13/month or \$156/year. John can build the website for us to look at before we commit to the annual fee. Kathy motioned that John build Wix website and pay annual fee, Sarah seconded. Board unanimously agreed.

## **Next Meeting**

Next meeting scheduled for February 22, 9:00 am MST/11:00 am EST.

## **Meeting Adjourned**

Kathy adjourned the meeting at 12:10 PM EST.