Weekly Meeting Minutes 24/05/2017

Members attended: Roderick, Osman, Ian, Gert-Jan, Justin and Erudini

Volunteer attended: Adrian

Absent: Remco, Henk and Marc

Meeting commenced at 19:02 (24/05/2017)

**Projects update:**

*Sharing knowledge: No updates.*

*Green Future:* Patricio spoke to Adrian about the partnership contract and what the best option would be for both the parties. Patricio also requested if we could help him attend a seminar that would help him a lot with the micro-organism project that he wants to do.

*Art works:* AAAFresh123 is still busy with the design which they can send to Mascolori. If they do not have time for it (since they opened up a new gallery), we will find someone else who might be able to help with the design.

*Equal Chances:*No updates.

*Building a Future:* There is a volunteer /potential partner, who is going to Sri Lanka that would like to help with a project. We contacted Ramani about it and said that she will see if there is a possibility for her to help with building a library for the schools.

**Meeting Process:**

* Roderick started the meeting and went through the last week’s minutes for a quick follow-up on any open tasks. *Did the people who need to fill in the role description already do it?* Not yet. Maybe Erudini has to write a specific email asking what she really needs.
* Gert-Jan was busy with setting up an API for twinfield so that we can get data out of that. But he has to wait for Azure in order to really start.
* Osman placed Marc’s story on our board webpage. He also worked on 3 AdWords campaigns. One is about Boost in general, the other is about our humanitarian projects and the last is about our environmental projects. Ian said that he knows two people that are experts with Google AdWords and that he will contact them to see if we can get some guidance from them. Osman will meet Marc on Friday at the AAA gallery so that they can take his picture and maybe have a small work group. Tijmen wanted to know to which project exactly his donation will go to. We decided that they will go into Equal chances, he also asked whether he can mention Boost and his donation on his website. We agreed that this would be possible. Osman would also like to talk to Ian and Marc about ways in which we can get donations from our website. (whether we are still using ‘Why Donate’ and what other ways we need to communicate to get donations)
* Justin has been trying to get us a credit card, but since we are still a young foundation it is different to get one. We do have the option of just getting one from ING even though this is a more expensive option for us it might be our only solution at the moment. Justin asked whether it would be possible for one of us to use our personal credit card to get Azure and then get Boost to transfer the money. But Gert-Jan advised against this because it makes us too dependent on that person and might cause issues if he/she left boost. Gert-Jan also stated that if needed he will donate the money in order to get the credit card via ING. Justin will look further into the situation. He also received word that Patricio is getting everything ready for the partnership agreement. Justin would like to go back to Ecuador in August/September.
* Ian installed hubspot and is getting familiar with it. He asked whether Marc de-activated teamleader already. Yes, he did and we have a few weeks to transfer all our contacts to hubspot. Just in case, Justin will download them as a CSV file so that we have a backup. Gert-Jan expressed that he would like to connect everything (such as office 365) eventually to hubspot.
* On Monday, Ian is having a presentation with OGD and at the end of the presentation he would like to talk to them about a donation for our building a future projects. Osman met the owner of Mascolori and was curious to what the status was with the art work project for funding. Ian mentioned that the artists at AAAFresh123 are busy at the moment with opening a new gallery but they are still making the shoe designs. If they are too busy, then maybe we have to look for someone else who might be able to make the designs.
* Adrian spoke to Patricio and had a nice chat with him. They spoke about the partnership agreement. They believe that it might be better to have the partnership agreement between Boost and Patricio itself and not with the community governance. This is so that Patricio can be in charge and reliable for the money. Patricio also said that there are two ways in which we can help with the micro-organism project. One way is to hire a technician or specialist, and the second is to help Patricio get educated about this. The second option would be more of a long-term solution. Patricio mentioned that there is a course (seminar) in Cuba which is a duration of a month that would be helpful. The trip with the tickets will roughly cost €800 and is in July. So if we want to do this then we have to make a decision quickly. We will get more details about this in the weekend. Ian mentioned that in order to start funding we need to have the partnership agreement and then get a written proposal so that we have a story to share in order to collect the money. Adrian confirmed that he thinks we should help Patricio better develop himself (with the course) and that we should have the partnership agreement between us and him and not with the community leader as that will create more red tape and will slow down all the decision making processes.
* Erudini emailed a few potential volunteers/members for the vacancies. She also got in contact with a German woman called Conny that has a small charity organization similar to ours. (it is called green soul, the website is their old one at the moment but we can check It out - [www.greenshiva.org](http://www.greenshiva.org)). Currently she is volunteering in Nepal but has to leave the country to get a new visa, and has decided to go to Sri Lanka and therefore contacted us because she would like to help us or support us in some way. One project that they have done before was to build a library, maybe she can do something like that in Sri Lanka or we can partner up with her to do it. Erudini contacted Ramani to see if there is a possibility for this, and Ramani said that a library is something really needed by all the schools especially the big schools so there is definitely potential for it. They will get in contact with each other this week and once Conny is in Sri Lanka then we will know more.
* Roderick will look into the Minuwangamuwa project plan from where Remco left off. He believes that we should have a mark-up of more than 25%.
* Marc (in writing), urged us to get a real credit card since Azure would not accept debit cards or any prepaid cards. He said that he could help find one if needed. He also explored all data from Team Leader and put it on the one drive in a folder named “TL Export”. He also mentioned that he will meet Osman on Friday to take his picture and maybe have a small work group with Ian since they have to discuss hubspot.

**Announcements:**

* Fill in the role description form that Erudini sent.
* Osman can you please give Ian the login details for weebly so that he can connect it to hubspot.

**Progress on action points:**

Look at the planner for all new actions and the progress of current actions.

Meeting ended at 19:34