

**Avivara Board Meeting
March 22, 2016,**

Meeting was called to order at 7:15pm

In attendance: Gary Teale, Tom Friedman, Dave Craig, David Austin, Ruth Harbaugh

2015 Document Approvals

- ✓ 2015 990 report to the IRS was reviewed and approved
- ✓ 2015 Avivara Annual Report was reviewed and approved with the following comments:
 - Focused on the history of Avivara for the last 8 years
 - Fiscally and programmatically 2015 was a positive year
 - The report is a good template for how a startup non-profit evolves and grows
 - To be published in upcoming newsletter this week and available through links on website

Fall Fundraising Events

Discussion around possible small scale public event. Explore if Javier who did music at art show will perform music at a benefit concert in a restaurant venue. Paxti's or similar? Other small events would include:

- ✓ David Austin: wine tasting-yes
- ✓ Ruth Harbaugh: wine tasting-yes
- ✓ Tom Friedman: wine tasting-yes
- ✓ Dave Craig: wine tasting-possibly
- ✓ Reach out to consistent donors to ask if they would be interested in hosting an event?

Tentative Staff Fall Trip Schedules:

- ✓ Gary to come up in September with visits to Spokane, Boise, Bend, Eugene, Corvallis
- ✓ Ann coming up in late September/early October with Avivara scholarship student for event and fundraising activities
- ✓ Trip to Anchorage likely in late September
- ✓ Likely bring another high school student. As we saw last year, Vilma was a great asset for the organization by sharing her story and generate and inspire new donations.

2016 Financials Updates

- ✓ **YTD** Running ahead of last year, anticipate doing as well or better than last year with same level of operating surplus. We currently have \$67K in in the Operating Reserve with Vanguard. Policy calls for approximately 50% of annual budget to be in the Operating Reserve. The current balance in the Operating Reserve is at 48.4% of the 2016 annual budget.
- ✓ **2016 Fundraising Goal** is to encourage new donors – new donations will be matched dollar for dollar, up to \$10,000 for matching gift. Fund raising focus is to encourage past donors to talk to friends and get new donation base.

Program Updates

- ✓ **Plan Lector** – National effort to improve reading (that wasn't funded). Provide every student in 5 schools who signed up (650 students), a reading text book of different genres, poetry, songs, and stories. Published in Guatemala. Promotes higher order thinking and comprehension, which isn't usually taught. (Avivara does independent assessment bi-annually). Avivara also taught teachers how to use excel spreadsheet to track progress and build charts to track. Using Santillana books as a pilot to track over time and see what results are coming from it. Measure attendance and writing but not

learning skills. New for teachers to record and analyze this sort of progress. Opportunity for college students to use this as a research project?

- ✓ **Gustavo workload** – Asociacion Educando (5 staff) which we ensure a basic income for, help us balance the work with 52 schools.
- ✓ **Succession planning** for the future. If Gary and Ann were to move back to the States within the next few years, Gary could still do fundraising but will have to plan for on-the-ground staff in Guatemala in addition to Gustavo. There may be an opportunity to train administrative/accounting successor from Asociacion Educando? If the missions align, there could be an opportunity to merge programs, TBD.

Minutes respectfully submitted:

Ruth Harbaugh, Secretary