

Minutes of Monthly Meeting

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| Date | 13.11.2015 |
| Time | 18:30 – 20:30 |
| Venue | GZ Oerlikon |
| Attendees | Stefania, Rajesh, Rajdeep, Namita, Doris, Hans, Kamlesh uncle |

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| Topic | SACSAS |
| Summary | <ol style="list-style-type: none">1. Shantikumar visited one of the schools last month. Namita has to follow up with him.2. Budget for 2016 is yet to be received.3. All funds for 2015 are transferred.4. Progress report for the year is to be received. |
| | LBP |
| | <ol style="list-style-type: none">1. WAH money has been transferred as a part of 2nd installment.2. 1,27,000 INR still has to be transferred. Rajdeep will initiate the process to transfer from US funds. |
| | VMS |
| | <ol style="list-style-type: none">1. All funds are probably transferred. Amount for an extra pair of uniform is also transferred. |
| | Ved Vignan Mahavidyapeeth |
| | <ol style="list-style-type: none">1. MoU was signed but it should be modified and corrected as there is information missing.2. Funds were transferred from the Zurich pool for 1st installment3. Receipt is yet to be received. |

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| | <p>Boys Town</p> <ol style="list-style-type: none"> 1. Second installment is paid to Boys Town Society |
| Action Point | ---- |
| Responsibility | Respective Project co-ordinators |
| Timeline | ---- |

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| Topic Summary | <p>Scholarships</p> <p>LBP</p> <ol style="list-style-type: none"> 1. There are three areas where funding can be provided - sports scholarship, educational workshop for the teachers and students to increase awareness and enthusiasm in science, counselling in tobacco prevention. Rajdeep will discuss and check the amount needed. This amount can be included in the budget proposal. 2. After the site visit, it was seen that the cost per student exceeds the funded amount. This deficit shall be paid by Asha Zurich for the period of July 2015, to Dec, 2015. The amount sums upto 3,42,000 INR. (Yes- 7, No- 0, Abstain- 0). Proposal will be made by Rajdeep at the earliest. <p>Boys Town</p> <ol style="list-style-type: none"> 1. A new school building is under construction and help is needed to provide materials like language or computer lab(2,00,000 INR), tables and desks for the new classrooms (5,00,000 INR) and learning disability measurement tools (50,000 INR). Stefania has to clarify the use of computer labs as there are no specialised faculty in the respective domain. 2. Support for higher education who wish to pursue further studies by joining Industrial training institute or higher secondary school. The proposal is to support 5 students with a budget of 10,000 INR per student per year, and the span is 2 years. Stefania has to follow up with the onsite coordinator. 3. Proposal to buy tool sets for industrial training program to offer an apprenticeship for 116 students with a cost of 1,000 INR per student. Stefania will follow up on this. |
| Action Point | --- |
| Responsibility | Respective Project co-ordinators |
| Timeline | |

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| Topic | Q3 Newsletter |
| Summary | 1. Quarter 3 newsletter is ready and has to be sent out. |
| Action Point | -- |
| Responsibility | Neera, Prat |
| Timeline | -- |

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| Topic | Annual Report |
| Summary | Committee members should submit articles. An email reminder will be sent out soon. |
| Action Point | -- |
| Responsibility | -- |
| Timeline | -- |

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| Topic | Auditing |
| Summary | <ol style="list-style-type: none"> 1. Stefania found a volunteer from PWC who is willing to do the audit this year. 2. The decision for the requirement of PWC stamp is pending as the project should be a pro-bono project |
| Action Point | -- |
| Responsibility | Stefania |
| Timeline | -- |

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| Topic | Christmas meet |
| Summary | The christmas dinner will take place on 19th December. Tentative places are Crown of India and Taj Palace. |
| Action Point | -- |
| Responsibility | Rajdeep, Rajesh |
| Timeline | -- |

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| Topic | KPIs |
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| Summary | Stefania will contact the project co-ordinators for further clarifications on the report |
| Action Point | -- |
| Responsibility | Stefania |
| Timeline | -- |

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| Topic | GBM dates |
| Summary | 1. The GBM date has to be finalised between 24th January and 31st January. A doodle is sent out to check maximum participation |
| Action Point | -- |
| Responsibility | Prat |
| Timeline | -- |

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| Topic | General Points |
| Summary | <ol style="list-style-type: none"> 1. Bollywood disco date(4th March or 5th March) has to be decided depending on the availability of the venue. 2. Zurich Marathon will be on 24th April 3. A suggestion was provided to organise a few campaigns in order to increase the volunteer base. Basel can be a good target area for volunteers as they have huge student base. 4. Rajdeep will distribute Asha flyers in the upcoming InSAZ diwali event. |
| Action Point | -- |
| Responsibility | -- |
| Timeline | -- |