

Minutes for Indigo/Atauro Friendship Committee Meeting

Wednesday 13th December, 5.00pm at the Barnawartha Hotel

Present: Rob Porter, Lesley Milne, Mark verbaken, Frances Walsh, Irene Cracknell, Libby Hosking, Jess Johnson

Apologies: Jenny OConnor

Minutes of October Meeting were accepted and moved by Lesley, Seconded Irene.

Business Arising from Minutes – See notes on separate sheet

Finance Report – was moved by Irene and Seconded by Peter.

Project Reports - Student Scholarship Program

Review of Student Scholarship recommendations:

1. The number of students enrolled in the program will be determined by the committee at the end of the financial year. This is dependent on the level of sponsorship available in Indigo, the general finances of the Friendship committee and the agreed priorities of Indigo and Atauro.
Moved: Peter, Seconded Libby
2. Students accepted into this program will have to enter into a contract (to be drafted by IAFC members Libby Hosking and Lesley Milne, followed by consultation with all stakeholders). This contract will include: the student and their family, the communities of Atauro and Indigo , the Alola Foundation(student managers) and the Educational institution the student is attending.
Before we pass this Contract it was agreed to send the draft document to Nuni and Marcelo first before we accept the Contract document.
Moved: Frances, Seconded Irene.
3. The management of the students and their scholarship funding will primarily be carried out by the Alola Foundation . The agreement between Alola and IAFC will be reviewed (Nuni from Alola, Rob and Irene from IAFC) in early 2018 .It will be expanded to include detail of the financial arrangements between Alola and IAFC (including the implementation of a tax deductibility arrangement), the financial management of student payments, the enrolment of students only in accredited courses and the pastoral role expected of Alola in the care of these students.
Moved Mark Seconded Libby
4. Detail of Marcelo Soares(Indigo/Atauro facilitator)role in the selection process and oversight of the students should be documented.(To be done by Frances and Marcelo).
Moved: Frances, Seconded Mark
5. The committee should appoint a student sponsorship co-ordinator. The duties of this co-ordinator could include : development of a sponsorship pack for sponsors, follow-up contact with sponsors on behalf of the committee, the development of student communication with their sponsors.
Libby volunteered to be the Coordinator, with guidance.
6. Frances and Mark will support Ricardo, the Petroleum Engineering Student for \$3500 which will be raised outside current and the Committee's funds.
Moved Frances, Seconded Irene

***How is the \$4500 allocated to provide funding for student computers and other expenses to be provided

Constructing Composting Toilet Program

Review recommendations:

1. The committee is confident in the current processes used by Marcelo, Chefes and Atauro residents to prioritise construction sites, organise and oversee construction and maintenance of toilets, and to manage payment for the construction and report back to the committee on these constructions with appropriate recognition of donors.
Moved: Rob, Seconded Peter.
2. The committee will communicate with Marcelo regarding Gabrielle's concerns and gain an assurance that the ventilation of all toilets is as designed. At the same time Frances will ask Marcelo to provide options on how to fully utilise the toilets at the Beloi market and airport.
Moved: Lesley, Seconded Mark
3. The committee will appoint a person to co-ordinate the communication to sponsors of the toilet program. The duties would include an initial thank you and receipt for the donation and a follow-up photo of the toilet on completion.
Rob will volunteer for this role.

General Business:

1. Committee Review and plans for a Strategic Review – see notes for details

Rob read a letter from Dalene Voigt Acting for Greg Indigo Shire. Rob has forwarded information that we discussed at the last meeting which was we wanted to speak to the Shire about this issue. Key questions which must be added to the list – the need to ongoing education and awareness raising to future Shire Councillors. We have a memorandum of understanding with Timor Leste on behalf of the Shire, therefore we need to have a firm commitment with them.

Note – Strategic Plan should have our mention

Rob will respond to Darlene with a request that a Shire representative will discuss this review with our Committee in the first meeting of the year whenever that may be.

We support the review but have concerns with not being a Section 86 Committee

“It is recommended that the IAFC move forward with a committee review in 2018 that includes a Strategic Review as well as a review of our Foundation Documents”.

Moved: Lesley Seconded Rob.

2. Christmas Newsletter

Can we combine an edited version of the committee's report to council with a 2017 photo page (courtesy of Libby and Irene) and a request to be involved in our 2018 review as our Christmas Newsletter to the Friends of Atauro?

Rob will send Libby the Christmas Newsletter to Libby so she can add some appropriate photos.

3. Two requests for funding from Herculano Granadereiro – see notes for concept plan and email.

How are they going to measure success? How are they going to measure the success of each student. One of the important things for us is if we can measure success and what the students. Solar panels we could look at it as an adjunct to our program. We know our students are under skilled when they leave the island. Propose – we cannot afford this as we don't have sufficient funds at the moment

Fence project – food security is an issue. Feedback – we fund education and health issues. We really value your proposal

Libby will respond to Herculano's concepts.

4. Coffee sales offer from Wild Timor – see notes for details

We currently use With Only One Bean as our supplier of Timor Coffee. With Only One bean is a not for profit organisation while Wild Timor is a private company.

Lesley recommends that we retain With Only One Bean as our supplier. This was accepted by the Committee.

Move: Peter, Seconded Lesley

Other Business: Libby noted that she has been in contact with David Palason (film maker) who has provided a catalogue of the most saleable items from Boneca Doll factory.

Meeting dates for 2018: February, April, June August, Ocotber, December – second Wednesday of the month.

Meeting Closed: 6.30pm.