

**Haiti Partnership Committee
Conference Call Meeting
October 24, 2017**

Committee Members present: The Rev. Pierre Gasner Damus (co-chair), The Rev. Canon Rosemari G. Sullivan (co-chair), The Rt. Rev. Mark Bourlakas, Mr. William G. Robison, The Rev. MacDonald Jean, The Rev. Roldano Auguste. Regrets: The Rev. Yvan Francois, Dr. Marise Bayard-McNeeley.

Staff Present: Mr. Kurt Barnes, Treasurer of DFMS, Ms. Margareth Crosnier de Bellaistre, Director of Investment Management and Banking of DFMS, Ms. Tara Holley, Director of Development of DFMS, Mr. Dan Tootle, Development Office of DFMS, The Rev. Geoff Smith, COO of DFMS, Ms. Nancy Caparulo, Treasurer's Office Assistant, Mr. Brian Murray, Technical Assistant, General Convention Office.

The meeting was called to order at 10:43 AM EDT with prayer.
Rev. Sullivan asked for comments on the minutes from August 30. The minutes were approved as presented and will be posted.

Holy Trinity Cathedral

Bill Robison provided an update on the work of project committee, whom he had contacted to confirm participation and to inform about setting up a different system to manage information and documents going forward. Basecamp is the utility that was chosen. They tested and rolled out the actual site. Mr. Robison explained the landing page and the status of developing confirmations on the site. There are files being set up to receive document sets. To make it easier to use, they've used Google docs. There is a staff directory, for which Bill asks that everyone verify his/her information. Nearly all of the information currently available has been included. Mr. Robison recommend that in January a more accurate long-range calendar be put together with a realistic time frame in mind. Ms. Holley asked that a campaign file be created. She also asked about interface between Basecamp and outlook or Raisers Edge. Mr. Robison will find out that information and get back to her.

St Vincent's

Bishop Bourlakas reported on a Zoom meeting of the prior week. He described great disappointment around the cancellation of the celebration event, mostly from those at the school. They are trying to reschedule for early spring. From the larger meeting, there was catching up of the committees and the board. Fund-raising is finishing up TEC's side of things. Ms. Holley said \$70K has been received and replies from 4 proposals are pending.

Development is doing some other things that may unearth people with capacity. Bishop Bourlakas talked about solving the tuition gap. That effort is going well but not as quickly as one would like. The ongoing funding effort really is just for shoring up the budget rather than tuition aid. There was talk about the budget as some concern exists around it going forward.

One issue having an impact is the moving out of adult residents, who grew up at the school and remain there. The school cannot afford them and other difficult issues arise with adults in a residential situation with children. The school is moving away from the hearing aid program and toward sign language. Some organizational rearranging needs to be done.

Rev. Sullivan asked whether the school is looking at a transitional program for students who reach the age of 18[?] Bishop Bourlakas said the school is trying to stay true to its mission. Our Little Roses in Honduras has a transition program. They might be helpful to St. Vincent's. The government in Haiti is providing three buses to transport kids from Port-au-Prince. Fr. Gasner asked if the students who graduate have skills that can be used for employment. That is unknown at present. The board having time in Haiti to explore things further will be helpful. This is a recent emerging problem. Some of the adults have caused problems with the students (bullying, sexual misconduct) and efforts are being made to move them out. Daily the school is trying to make things work. They are focused on the transition— new transportation, new buildings, how many teachers need, etc. More work needs to be done but the kids are really happy in the new space. There are new food partners. There is greater joy and happiness having the new space.

St. Barnabas Agricultural College (CASB)

Dan Tootle said the support group and stakeholders were helped to hire a new director, who is a young man selected by the standing committee and who will be installed on November 4 as fulltime director. Mr. Tootle will be there for the installation to represent the Development Office and the stakeholder group. Funding for the installation came from the Diocese of California.

CASB is in stabilization mode using donated funds. It is intended to be replaced in time when the revitalization project comes into play. Documents describing the program were sent electronically to everyone in Haiti, printed copies were mailed to the diocesan office, and when they are received the canon to the ordinary will notify Mr. Tootle, who will notify those in Haiti to pick them up at the diocesan office. It is a complete, 1100-page package.

Fr. Gasner would like Mr. Tootle to work with Rev. Macdonald Jean. He believes that this association will be very helpful to the diocese and the college. Mr. Tootle will contact him.

Development

Ms. Holley said outreach and cultivation plan is in place for 1,650 donors to Haiti. There is a letter from the Presiding Bishop that will go out to the donors in 2 weeks. There will be a collateral piece asking for corrections to contact information and an agreement to be included in the e-mail database. There will be a place for comments/questions on the return card. The letter is a formal thank you that also talks about plans for the cathedral. Two weeks after the thank you letter is mailed a newsletter will follow. The stage is being set for a solicitation in 2018 and identification of people who care about Haiti to remain in the loop. Mr. Tootle added that there are likely to be donors outside of TEC that will participate. Some of these are businesses that have been identified as having an interest. These materials will be added to the files in Basecamp. Fr. Gasner asked if we can create some excitement about what is going on and what

the plans are. Ms. Holley sees that as a marketing effort that will be launched with great enthusiasm at the right moment.

Haiti Partnership Committee Planning

The project committee is scheduled to be at the meeting scheduled for Feb. 1-2 in Baltimore. Rev. Sullivan asked for suggestions for the January meeting agenda. Tentative future meeting dates are on the calendar. Rev. Sullivan is concerned about establishing a timeline that is realistic. Mr. Robison suggested that for this committee there is a disconnect between the project budget and the actual construction budget that we're hoping to raise funds for. He hopes the campaign may also cover an endowment to maintain the facility. The project committee could work with Kerns to modify the design to pull it into the dollar figure available. Mr. Tootle added that the case statement includes architect and engineering work for gifting opportunities. Mr. Robison also suggested having a paid project manager related to the cathedral. Such a manager can help with keeping to the budget. Ms. Holley asked if we need a feasibility study (which could cost \$100K over three months). Mr. Robison asked if she had seen the Kerns video about the design. She has not yet but will do so. The video should be used in the re-design cycle. Mr. Tootle has seen the job description for the COO of the Diocese of Haiti and noted that much of that job has significant chunks of project management in it. Geoff Smith will provide the job description to Mr. Robison.

Rev Sullivan talked about the pieces that will begin to come together in January. She added that she would like input from everyone concerning the next agenda.

Bishop Bourlakas asked if there were any other projects in the wings in Haiti. Rev. Sullivan responded that until there is a new bishop diocesan the three ongoing projects will continue, nothing new. How can this committee get updates on the election process in Haiti or a briefing from time to time so that it knows what is going on? Mr. Barnes and Mr. Smith will meet with the PB and canons next week and will request that kind of information stream. Bishop Bourlakas' main concern is that everyone on the committee should be on the same page. The next meeting: January 30th (travel), January 31st and February 1st (meetings) February 2nd (travel), at the Maritime Institute, Baltimore MD. General Convention Office is handling arrangements. Mr. Barnes left the call at 11:35 as did Bishop Bourlakas.

Business having been concluded, Rev. Sullivan adjourned the meeting at 11:41 AM.
nc