**MAU Board Meeting Held Tuesday April 30th, 2019**

**Start:** 5:00pm CT

**Call to order** - 5:00pm by board chair madam Nelima Sitati Munene who welcomed everyone present

**End: 8:00pm**

**Attendance:** Ms. Nelima Sitati; Naima Dhore; Dr. Tochi Ubani; Dr. Julia Ugorji; Mr. Basil Ajuo ; Dr. Gabriel Mba; Mr. Kisongo Ibuchwa; Mr. Michael Birchard.

**Secretary**: Dr. Julia Ugorji

**Excuses:** Ms. Elaine Wyatt, Mr. Nasibu Sareva

**Absent:** Mr. Jackson George

**Agenda:**

* 5;00pm: Welcome and roll call- Board chair
* 5:15pm: Light Refreshments
* 5:20pm: Adoption of Board minutes, Thursday March 21st 2019
* 5:25pm: Adoption of general assembly minutes, Monday March 25th 2019
* 5:30pm: Proposal and Adoption of the recommendation of the membership committee – Dr. Ugorji
* 5:50pm: Election of vice chair and board secretary
* 6:00pm: Discussions and Adoption of meeting dates, calendar, and venue
* 6:20pm: Discussion and facilitation of the work plan – Michael Birchard
* 7:50pm: Proposal about the upcoming summit in August
* Adjourn / Close

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| Topics/Problem | Discussion | Conclusion |
| Welcome | By the board chair |  |
| Adoption of Board minutes, Thursday March 21st 2019 | Minutes was not available | The chair encouraged that minutes be sent out prior to every board meeting |
| Adoption of general assembly minutes, Monday March 25th 2019 | Minutes from the general assembly should be read at the general house meeting | If there is any issue the general house need the board to address should be send to the board for discussion |
| Proposal and Adoption of the recommendation of the membership | The membership chair Dr. Ugorji thanked the board for the opportunity given to her to serve and chair this committee. She promised that she will guide the committee to work hard to accomplish the goals and objectives of MAU. She reported on the discussions from the two meetings held last week. The committee adopted the membership template provided to them by the board but was not able to address the issues of membership benefits. Some members also questioned the reason for having amounts attached to the organizations. | The Executive Direct Mr. Basil promised to provide the committee the template and strategies to guide the committee to understand and formulate the benefits. The board chair noted that the expectation was for the committee to design membership criteria and benefits for board to review and approve or question. To re-visit for more discussions. |
| Election of vice chair and board secretary | Dr. Julia Ugorji was unanimously voted as the board secretary. She accepted the role but requested to have someone work with her to support. The board did not address this part.Ms. Kumba Kanu was also unanimously voted as the vice chair. She was not physically present due to mishap but spoke to the board via a telephone conversation. She accepted and role and promised to work hard in her role to support, learn and grow. | Ms. Kumba Kanu – Vice ChairDr. Julia Ugorji – Board Secretary |
| Discussions and Adoption of meeting dates, calendar, and venue | The board chair distributed a meeting calendar for the rest of the year 2019, which was accepted by all present. Dr. Ubani noted that if we are planning for a summit in August, the August meeting need to be addressed to allow us good time with the planning. This was accepted by all. Members also noted the December meeting that falls during the holiday.  | The chair stated that she will look into the two meetings. |
| Discussion and facilitation of the work plan – Michael Birchard | Michael did a presentation on MAU strategic work plan model which highlighted way forward for MAU. The presentation stimulated discussion around:Strategic planning; Defining the need; Data tracking; and Developing outcome Metrics. | To build membership data baseTo begin to create awarenessTo reach out to other African organizations and Associations. |
| * Adjournment – 8:00pm
 | Meeting was adjourned. |  |
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