



**Heartland International Mission**  
*Meeting Agenda and Action Items*

March 2009						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2009						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2009						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Committee Meeting  
 Delegation Service

**Meeting Specifications:**

<b>Meeting Facilitator:</b>	Eddie Ellis	<b>Date:</b>	3/23/2009	
<b>Meeting Place:</b>	Heartland Presbyterian Church	<b>Start Time:</b>	6:30pm	
<b>Invitees:</b>				
Name	Role	Email	Phone	Present (x)
Eddie Ellis	Chair	<a href="mailto:elliseddie@mchsi.com">elliseddie@mchsi.com</a>	515-554-4727	X
Trisha Vander Wilt	Sec/Treasurer	<a href="mailto:trishaww@gmail.com">trishaww@gmail.com</a>	515-250-7668	X
Mark Davis	Member	<a href="mailto:davisfolk@aol.com">davisfolk@aol.com</a>		
Scott Valentine	Member	<a href="mailto:saval@mchsi.com">saval@mchsi.com</a>	515-210-0542	X
Bill Fischer	Member	<a href="mailto:bfischer8@msn.com">bfischer8@msn.com</a>	515-490-1803	X
Robert Finney	Member	<a href="mailto:rfinney1@mchsi.com">rfinney1@mchsi.com</a>		
Matt Kilian	Session Liaison	<a href="mailto:mksoccermk@msn.com">mksoccermk@msn.com</a>		X



## Heartland International Mission Meeting Agenda and Action Items

### Meeting Summary & Decisions:

**Delegation service date:** Sunday, April 26

**Next meeting date:** Monday, May 4 @ 6:30pm at Heartland Presbyterian Church

**Fiesta Fundraiser:**

6-7pm Social Hour; 7-8pm Gourmet meal; 8-10pm Social time; 10-10:30pm Silent auction results. Contact Eddie or Trisha for tickets. The committee is donating a basket of "goodies" for the silent auction. Please email Trisha or Eddie with ideas to include in the basket from Heartland.

**Treasurer's Report:** The committee approved to wire funds for the 2<sup>nd</sup> quarter teacher salaries for Cerna and Centro. A scholarship for \$300 will also be included in the wire transfer from Bill Fischer.

**El Tablon Centro:**

Community Directiva: The main discussion with the community directiva at Centro was about repairing the solar panels versus electricity. The committee agrees electricity is the most cost effective and reliable option for Centro. The committee discussed multiple options on how to help the community without them depending 100% on Heartland for support. Next steps: Eddie and Trisha are going to put together questions. Then, we will set up a meeting with mission co-worker, Pastoral Team member for El Tablon and Peace Corp worker (optional). From that meeting, mission co-worker, Pastoral team member, and Peace Corp worker will meet with the directiva to discuss their priority list of projects for their community and why Heartland committee feels electricity is the better option. The list of priorities will then determine if there is a project that can support the electricity in the clinic and if the community can become self-sufficient for the electricity in the clinic. This is the long-term plan that Heartland would like to plan with Centro if this is their priority.

Education: Follow-up with mission co-worker about the status of Intervida project at the school in Centro. Heartland is very interested in this project because it will allow the school to meet the Ministry of Education's requirements to support the teacher salary for grades 7, 8, 9.

**El Tablon Cerna:**

School: The construction of the bathrooms was not complete. Bill Fischer is going to follow-up with project lead to see the reason why it was not complete. The committee will talk through lessons learned from the school project at the next monthly meeting.

Economic Development project with UCA: The UCA has approved to work with El Tablon Cerna. The UCA is meeting with the community on March 27 which will include people from the university, representatives of the Board, and representatives of the best students.

**Website Status:** Eddie and Trisha continue to work on the content of the website. Waiting on feedback from Mark and then will send to the committee for review. Eddie and Trisha are finalizing photos for the website.

**Computer from ATG:** need a monitor and operating system

**Heartland Coffee Coordinator:** Eddie and Trisha talked with Joe Pirtle, Companero's, about the feedback that has been received for the Don Justo coffee. With Kathy in El Salvador, Heartland will need to find a replacement that will track the inventory and place orders with the Companero's coffee coordinator. After a person has been identified, he/she may discuss process with another church coordinator and Companero's coffee coordinator to understand the role.

**Summer Delegation Dates:**

1. Friday, July 10 – Friday, July 17
2. We are allowed to switch beginning/end dates by a few days.



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<b>Agenda:</b>			
<b>Topic</b>	<b>Owner</b>	<b>Time</b>	<b>Additional Information</b>
Previous minutes & closed action items	Eddie		
Announcements			
<ul style="list-style-type: none"> <li>Companero's Fiesta Fundraiser</li> </ul>	Trisha		
Treasurer's Report	Trisha		
<ul style="list-style-type: none"> <li>January/February Monthly Report</li> <li>2009 Payment Schedule               <ul style="list-style-type: none"> <li>Teachers' Salary due in April</li> </ul> </li> <li>Review delegation trip expenses/report</li> <li>Collect current financial requests               <ul style="list-style-type: none"> <li>High School Scholarship for Yanera</li> </ul> </li> <li>Review solicitude process with Mission Co-Worker</li> </ul>			
Winter Delegation			
<ul style="list-style-type: none"> <li>Openly discuss delegation highlights</li> <li>Document &amp; resolve delegation commitments</li> <li>Decide Sunday presentation date and next steps for planning</li> <li>Schedule 'back-home' reflection night</li> <li>Decide who is responsible, next steps, timeline for trip report</li> <li>Photo collection plan</li> </ul>			
El Tablon Centro			
<ul style="list-style-type: none"> <li>Share information and answer questions from the Education Directiva meeting               <ul style="list-style-type: none"> <li>Review Intervida project timeline and next steps</li> </ul> </li> <li>Share information and answer questions from the Community Directiva meeting</li> </ul>			
El Tablon Cerna			
<ul style="list-style-type: none"> <li>Status &amp; next steps on UCA Economic Development project</li> <li>Share highlights of school celebration</li> <li>Status of School: construction, supplies, materials, operations</li> <li>Total cost of school</li> <li>Any additional expenses/costs that we are unaware of</li> <li>Discuss lessons learned from the Cerna school project</li> </ul>			
Other Projects			
<ul style="list-style-type: none"> <li>What are the next steps of the following projects: Fertilizer project, Corn co-op, stove project, micro-credit, grain storage, water tank, water pump</li> </ul>			
Decide on new monthly meeting day, time, and location	Eddie		
Status on Website	Trisha		
Review action items and owners	Eddie		



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<b>Action Items:</b>		
<b>No.</b>	<b>Topic</b>	<b>Owner</b>
<b>01</b>	<b>Sharing the Experience:</b>	
	Coordinate and create Trip Report	Trisha
	Schedule Post Reflection night with delegation	Matt & Lisa Kilian
	Delegation Service Planning	
<b>02</b>	<b>Finish School:</b>	
	Ask Alvaro status on bathrooms	Bill
	Discuss new project for windows: cost \$4,000.	Team
	Email Kathy to ask neighbor carpenter for quote on bathrooms	Trisha
	Follow-up with Kathy and Pastoral Team on Ministry of Education Approval	Eddie, Trisha
	Follow-up with Kathy and Pastoral Team on Teacher and students	Eddie, Trisha
	Discuss Lessons Learned from project	Team
	Get receipts and information for the total cost of school from Kathy and Milagro	Eddie, Trisha
<b>03</b>	<b>Marketing:</b>	
	Feedback or updates for Facebook group	Team
	Committee website: photos, content, charts, resources	Trisha, Eddie
	Review and Finalize Our Fathers World brochure	Scott, Bill
	Create welcome materials	Eddie
<b>04</b>	<b>New Work:</b>	
	Email Brad tactical questions for information in the cantons	Trisha
	Received computer from ATG: need monitor (Bill checking on one) and operating system (buy in ES)	Bill
	Fundraiser: sell tickets and make basket for silent auction	Eddie, Trisha, Team
	Research water NGO's for community water project; any that could help Berlin Water Committee	??
	Follow-up on status/information for El Tablon communities for Water filter project	Eddie, Trisha
<b>05</b>	<b>Summer delegation:</b>	
	Capture proposed agenda items, planning and meetings	Team
	Finalize cut-off dates for the summer delegation: next steps for trip-planning	Team
<b>06</b>	<b>Planning and Administration</b>	
	2009 Goals	Team
	Prep for meeting with Kathy and Pastoral Team about priorities with the community	Eddie, Trisha