



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

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						

June 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				

Committee Meeting  
 Delegation Service

**Meeting Specifications:**

<b>Meeting Facilitator:</b>	Eddie Ellis	<b>Date:</b>	5/04/2009	
<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>		
Rob Messer	Visitor	<a href="mailto:mmesserr@q.com">mmesserr@q.com</a>		x



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

<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>April Monthly Report</li> <li>Review total expenses of Cerna School project</li> </ul>			
Winter Delegation			
<ul style="list-style-type: none"> <li>Feedback from Delegation Sunday service</li> </ul>			
El Tablon Centro			
<ul style="list-style-type: none"> <li>Review email from Kathy and next steps for Centro priorities</li> <li>Review Intervida project timeline and next steps</li> </ul>			
El Tablon Cerna			
<ul style="list-style-type: none"> <li>Next steps for construction of latrines</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>			
Summer Delegation			
<ul style="list-style-type: none"> <li>Who is able to participate?</li> <li>Deadline for sign-up: May 17</li> </ul>			
Delegation Survey			
Facebook Administrator			
Review Committee Roadmap	Eddie		
Recruit members and discuss new chair candidates			
Decide on new monthly meeting day, time, and location	Eddie		
Status on Website	Trisha		
Discussion: How do we want to keep in touch with community between meetings?	Eddie		
Review action items and owners	Eddie		



## Heartland International Mission Meeting Agenda and Action Items

### Meeting Summary & Decisions:

**Next meeting date:** Monday, June 15 @ 7pm at Heartland Presbyterian Church

**El Tablon Centro:**

Community Directiva: The committee has decided to hold on the community priorities now that Centro is also involved in the UCA project. We do not want to confuse the community members by multiple groups asking their priorities. We will wait to see what comes out of the UCA project before we continue discussions.

**El Tablon Cerna:**

School: The construction of the bathrooms was not complete. The quote received from Alvaro to construct the latrines was \$6,000. The committee does not have the funds at this time. The committee approved to have the community contact Provida to construct the temporary latrines. The committee will continue to get quotes and find ways to fund the permanent construction in the future.

UCA Project: The pre-meeting with the UCA professors and students, Pastoral Team, and mission co-worker was successful. They discussed the process of the project. The following week, the team had their first community meeting. They started the diagnostic on the community – breaking them into groups and asking questions on demographics of the community. See the attachments of the meetings summaries.

**Delegation Survey:** the committee finalized the delegation feedback survey. It was decided to hand out to the delegates at the airport on the way home. It will be the team leader responsibility to give and receive the surveys.

**Committee Roadmap:** the committee reviewed and finalized the roadmap – all the roles and responsibilities of the committee including timeline.

**Website Status:** the website is live. [www.heartlandinternationalmission.com](http://www.heartlandinternationalmission.com)

**Computers from ATG:** Eddie and Bill both have monitors to donate. We will collect the computers and discuss how to send to ES.

**Heartland Coffee Coordinator:** Eddie is going to contact interested person in the congregation about the role and responsibilities.

**Summer Delegation Dates:**

1. Friday, July 10 – Friday, July 17
2. We are allowed to switch beginning/end dates by a few days.
3. Currently, we do not have a lead that is able to attend. We will announce at services, deadline to sign-up is May 17.
4. If we do not get any responses, we will cancel this trip.

NO: Bill Fischer, Robert Finney, Scott Valentine, Mark Davis

MAYBE: Phil and Sam Williams

YES:



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

<b>Action Items:</b>			
<b>No.</b>	<b>Topic</b>	<b>Owner</b>	<b>Status</b>
<b>01</b>	<b>Finish Cerna School:</b>		
	Send Kathy note to move forward with Provida to build temporary latrines. Then, get quote from neighbor and Alvaro to complete the construction of the latrines.	Bill	
<b>02</b>	<b>Teacher Salary El Tablon Centro</b>		
	Send email to Kathy to check the status on the Intervida project	Trisha	
<b>03</b>	<b>Marketing:</b>		
	Feedback or updates for Facebook group	Team	
	Review and Finalize Our Fathers World brochure	Scott, Bill	
	Website: communicate to congregation	Bill & Rob	
	Website: provide ES international news sites	Bill	
	Create welcome materials	Eddie	
<b>04</b>	<b>New Work:</b>		
	Received computers from ATG: need monitor (Bill & Eddie) and check on cost of operating system (buy in ES) with Kathy	Trisha	
	Research water NGO's for community water project; any that could help Berlin Water Committee	??	
<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: May 17 deadline	Team	
	Send communication to congregation and put in "What's Happening"	Trisha	
	Announce at the services	Bill & Rob	
<b>06</b>	<b>Planning and Administration</b>		
	2009 Goals	Team	
	Finalize delegation feedback survey and add to roadmap and website	Trisha	
	Update and finalize committee roadmap and upload to website	Trisha	
	Contact Chris Davis about coffee coordinator responsibilities and if interested	Eddie	
<b>07</b>	<b>Communication to Community</b>		
	Write a letter to the communities	Eddie	
<b>08</b>	<b>Recruitment</b>		
	Each member invite 1-2 people to join our next monthly meeting, Monday June 15, 7pm	Team	
<b>HOLD</b>	Discuss new project for windows: cost \$4,000.		