**4728 80TH PL Urbandale 05/07/2016 5:30 PM to 08:00 PM**

**Attendance**

Sarvendra Agrahari

Sanjay Shrestha

Madan Thapa

Sachet Upadhya

Sanjita Shrestha

Prajwal Gopali

Krishna Pandit

Pradip Sthapit (On Conference)

Pujan Lama (On Conference)

Madan Thapa

Ajay Bhattarai

**Discussions**

**Thank you letter to sponsors**

We need to send out the Thank you letter to the sponsors of Table Tennis tournament. We can use the same template that was used for earthquake donations which mentions about the amount. Send via emails or postal mail if email address is not available.

**Accounting and Disbursement**

Finalize all the accounting of the recent events and disburse the amount to whoever needed.

**Kids Robotics**

Robotics has been successful so far, with students, teachers and parents all showing interests. We need to plan to continue these sessions, which means finding coach for upcoming years as well.

For the next event on robotics going to be held on 5/20/2016

We are planning to provide plaques to teacher.

Awards for kids as a token of course completion

We have decided to spend $300 for the food for the event. Maximum $900 expenses for the event.

**Soccer Tournament**We are targeting for the June 25. It will be a 1 day event with 4 inter state teams. The approximate budget for the event will $3500.

We are planning to make the event self sustainable. The breakdown of the resources for the event

$800 from the participants and teams.

$1000 fundraise from community. Send email for pledge. Reachout friends in community.

$800 from visitors, dinner price

$400 from sponsors

Maximum $500 from the INA if necessary

Sanjita Shrestha - Look into sponsors , football grounds
Bhawesh is taking a lead in the event. Other supporting him are Sanjay Shrestha, Sarvendra Agrahari.

**Asian Festival Update.**

License hasn’t been approved yet as they are still looking for some information from our side.

Stricter rules for food inspection is expected this year.

Food committee - Ensure we have thermometer, ph scale, utensils cleaning provision.
Coupon system - Planning on providing coupons to volunteers. Each team lead can hand the coupons.

**Earthquake Relief -**

Evaluate on opportunity build school for Dolakha . Request for a formal proposal from them.

Discuss with the previous board members about the fund disbursement.

Reach out with the NRN if there is a possibility of teaming with them to provide the fund relief efforts.

Go to town hall meeting with our recommendations

**Prepared By**

Madan Thapa

**Reviewed \ Edited By**

Pradip Sthapit