

World Computer Exchange, Inc.
111th Meeting of the Board of Directors
13 April 2021 2:18 to 4 PM
Hull, Massachusetts 02045

***Mission:** To reduce the digital divide for youth in developing countries; to use our global network of partnerships to enhance communities in these countries; and to promote the reuse of electronic equipment and its ultimate disposal in an environmentally responsible manner.*

Future Meetings: Jun 8, Sep 14, Dec 14, Feb 8, Apr 12

Present: Peter Hellmonds, Jeremy Griffiths, Lisa Dale, Suzanne Grant Lewis, Ayesha Hassan, Manoj Kumar, and Timothy Anderson. **Staff:** Pamela Cooney. **Absent:** Richard Gingras.

One-minute Updates: Peter Hellmonds asked each Board member to update their fellow Board members on their lives in the pandemic.

Minutes: Upon a motion made by Suzanne Grant Lewis and seconded by Manoj Kumar, the Board **VOTED** unanimously to approve as sent the [February Minutes](#).

New Partner: Upon a motion made by Ayesha Hassan and seconded by Lisa Dale the Board **VOTED** unanimously to approve the implementation plan for the [John Paul II School of Haiti](#). **3 Requests:** (1) Manoj Kumar requested additional information be sent to him on how this school is going to integrate the computers into the school (inquiry sent and question may be added to our standard question form). (2) Ayesha Hassan requested contact info at the sponsoring school near Chicago (sent). (3) Lisa Dale inquired about the status of the Technochem Charity partner proposal that is still pending. It was approved two days after the Board meeting by Lisa Dale, Suzanne Grant Lewis, and Timothy Anderson. It will be reported to the next Board meeting.

Key Performance Indicators: Peter Hellmonds explained some of the confusion on prior efforts to set KPIs for WCE and outlined a process for setting KPIs. He presented and clarified this draft [KPI Process](#) developed by Ayesha Hassan and him. After a useful and positive discussion about KPI value, audiences, quantity, need, and use Manoj Kumar and Lisa Dale agreed to work on finding a good path forward in setting a small number of KPIs for WCE. Sue Grant Lewis recommended keeping it to one page for donors. Jeremy Griffith recommended that it is better to keep to fewer KPIs in the beginning and gradually add more as they are needed. They will communicate using the Board's channel on Slack. Manoj Kumar suggested that it may be useful to have a 45 minute special Board meeting in May to discuss KPIs. **3 Requests:** (1) Peter Hellmonds requested that the KPI survey be resent to the Board and he will add items that he thinks are missing for external constituencies (sent). (2) Lisa Dale requested Timothy Anderson to resend the one page tracking of "KPIs" he prepared for her that has been included and approved as part of each annual work plan since then. (sent) (3) Lisa Dale and Jeremy Griffiths requested a few graphs visually presenting some potential KPIs over ten years (will be sent prior to May special KPI meeting).

Fundraising: Timothy Anderson presented the fundraising [Plan](#) for FY'21 that has been somewhat updated since the last Board meeting to include the numbers as included in the proposed draft budget. The Board also again reviewed the updated [Development Officer TOR](#) that now more closely related to what WCE is looking to accomplish in the above fundraising plan. Each Board member expressed support for the TOR as amended. Lisa Dale is going to review the most recent draft with professional

fundraisers she has worked with and report back before Timothy Anderson sends this to Robb Rill.

Request: Lisa Dale requested that some acknowledgment to the 20/22 Act Foundation be sent.

Treasurer's Report: Jeremy Griffith reviewed the [March Financial Reports](#) including Profit & Loss Statement thru March, Balance Sheet, Cash Flow Projection for the next quarter. He also pointed out that the Board can have access to the independent FY'20 [Audit](#), and the tax filings for FY'20 [Form 990](#). Timothy Anderson briefly presented the [Draft FY'22 Budget](#) that will be updated with April and May actuals and then voted upon at the June Board meeting.

Work Plan FY'22: Timothy Anderson asked the Board if there are any bits of information they want included in the FY'22 Work Plan beyond the following items: [Services](#), [Fundraising Plan](#), [Budget](#), and the prior "KPI" chart with graphics showing trends over ten years on a small number of items like numbers of computers shipped, number of schools connected, and number of youth connected. If Board members think of other items they would like included they will contact Timothy Anderson.

[FY'21 Shipping To-Date: 380: Cambodia (4), Cameroon (10), Colombia (4), Haiti (30), Kenya (208 PAID but not yet shipped), Puerto Rico (50 PAID but not yet shipped), Sierra Leone (74 PAID but not yet shipped), Zambia (1)]

Pamela Cooney
Clerk
15 April 2021