



**ELBOW CAY
RESTORATION
ASSOCIATION**

Hope Town
Elbow Cay
Abaco, Bahamas

ELBOW CAY RESTORATION ASSOCIATION MINUTES OF MEETING – STEERING BOARD

DATE & TIME: March 6th, 2020 – 2:00PM – 3:45PM

LOCATION: The Hope Town Sailing Club

CALL TO ORDER:

ATTENDEES:

Board Members Present: Lana Russell, Scott Patterson, Kristina Malone and Mari Matthews. Stafford Patterson and Monica Cook (Executive Team).

[Noting no quorum of 5 Board Members to pass resolutions/motions, but meeting to discuss and update on some key activities.]

Apologies: James Boyce, Junior Mernard, Reinhold Probst, Frank Knowles, Andrew Charles, and Carol Lyn Terels.

Guests: Ingrid Elliott – Advisor, Beth Winkler - Volunteer Needs Assessor.

AGENDA:

1. Home Needs Assessment Update
2. PERC
3. Master Plan and identifying priority gaps/needs
4. Bank Accounts/Funds

1. Home Needs Assessments

Monica, Kristina and Mari have been working hard on a master list of local homes and their needs. ECRA is clear that it does not have resources and cannot promise to be able to repair all homes, especially ones which need rebuilt from the ground up. ECRA are trying to find ways and sources to help everyone through distribution of donated materials, bulk order or reduced price offers, use of ECRA at-cost crew to ensure donated materials and repairs can start.

Key agreed principles:

- Expectations need to be managed. There are no promises on what we can help with or what resources we will be able to obtain to help people. It's very important that ECRA are open, honest and transparent with this critical message for the community to avoid false expectations.
- Help as many people as possible in as many ways as we can. This means that complete rebuilds are impossible as that would take resources which are not



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available and what resources are there would be used up only on one or two houses.

- The necessary urgent focus at present is on 'drying-in' pre-hurricane season – this means a roof, uncompromised walls, windows and doors. Working toilet and sink also important to allow someone to live there. Water pumps and a/cs may also be important. Interiors are not covered as a priority at this point.
- Assistance through materials and labour can only be used to repair what was there before – it is not for improvements.
- Need for distribution as evenly and fairly as possible – so everyone gets some form of help. (Noting the government grant system and capped equal amounts, but also noting that ECRA is not a grant-making body, and at present is looking only at in-kind assistance – donated materials, labour force, reduced price offers, etc.)
- As ECRA can source other donated items from companies – e.g. beds, bedding, air-conditioning units, appliances, paint, etc., ECRA's needs assessment beyond drying in (i.e. interior finishes, fittings and contents) will allow fair distribution as well and also to understand how we can try to find the help needed – through targeted approaches asking for donated goods, for example.
- Ensuring the financial need/affordability should fairly take into account other money and assistance already received, through e.g. Go Fund Me pages or other forms of assistance already given to specific individuals. An honest and transparent approach is required for this.
- Co-ordination with Marina Cash's great work sourcing materials and help for specific individuals in our community – to avoid duplication.

ECRA agreed that we should create a list of the homes which need complete rebuilds, and then ECRA will look to find others who might be able to help with these homes. One option is to provide this list to HTU which has total rebuilds as one of their five strands of activities and targeted fund-raising. ECRA noted GTC's adopt a home programme and whether we could help with something like this. There was a discussion about how to present this (either names and stories so donors can chose what to support, or a cab-rank principle based on community priority criteria).



Assessments will continue - some local contractors are helping with this so we have materials lists (allowing for allocation) and also a group of 5 volunteers (Beth and Pat Winkler, etc.) have a form and will be contacting and meeting with those who request assistance through the website.

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ECRA noting US 501(3)© IRS requirements and restrictions on donations being used for individual benefits. ECRA preparing objective criteria, a policy and paperwork on this to ensure any use of 501(3)© routed donations are compliant with this.

Criteria for allocation includes:

- a. Ready to start work
- b. Achievable scale of work needed and the ability to complete the work with the resources available. E.g. there is no point giving someone 5 sheets of plywood if this doesn't allow work to start and be completed.
- c. Vulnerability and priority categories from community survey (special needs, elderly, female headed households).
- d. Financial status – unable to afford work and materials themselves.

Ed Strubbel has 7 local Bahamian skilled labourers coming in to help with the home rebuild work. He needs to find accommodation for 7 days for 7 people with A/C in May.

Also noting the potential to get wholesale/cheaper than wholesale rates on materials – work in progress. Price up comparison with Maxwells and this rate with shipping.

ACTION: Ingrid to prepare IRS Compliance Home Assistance Programme Note.

ACTION: Kristina and Mari to apply criteria to home needs list and start allocation of next shipment of donated materials.

ACTION: Final assessments and materials lists preparations to continue.

ACTION: For Ed Strubbels' labourers, ECRA to put on website, speak to ECP and see whether this can support a local with rental income.

2. PERC



Noting that ECRA is now a registered PERC charity which means people can earmark donations for our work. Noting IRS requirements (above) on individual beneficiaries.

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Noting that separately PERC has unearmarked Dorian funds for potential projects across the Abacos. Mari asking if we could press PERC to identify the amount of those funds. ECRA are considering two proposals to get funding from this pool of funds. 1) The Museum \$50,000 – need materials list. To dry in before hurricane season, and 2) Tin Roofing Machine and Training Programme (given the current wait and price v. the durability and resilience for future storms).

3. Master Plan

ECRA noting the importance of completing this work so that it can identify gaps and priorities across the whole range of community needs and issues. This will help with decisions on spend and activities to focus on (including local home repairs). Monica, Ingrid and Kim have been working on this so far.

4. Bank Account/Accessing Funds

Opening the ECRA bank account is in progress: the paperwork has been completed and just needs signed, then Monica will go to MH next week. Also noting that if there is something that needs paid in the interim, it would be possible to ask HTVFR to pay it directly – and the same applies with PERC or Restore Hope Foundation. Each of these organisations have funds earmarked for the community through ECRA.

Next meeting: TBC.

Meeting adjourned: 3:45PM

Minutes Compiled: Kristina Malone – Committee Secretary – Minutes Approved by Committee