

‘THE ELBOW CAY RESTORATION COMMITTEE’
MINUTES OF MEETING

DATE & TIME: JAN 15th, 2020 – 1:50PM – 3:03PM

LOCATION: Fire Station -Hope Town Settlement

CALL TO ORDER: Reinhold Probst

ATTENDEES:

Board Members Present:

Frank Knowles, Carol Lyn Terrels, Kristina Malone, Stafford Patterson, Scott Patterson, James Boyce, Lana Russell, Mari Matthews, Reinhold Probst, Monica Cook

Board Members Absent: Junior Mernard

Guests: Ingrid Elliott – As Advisor

AGENDA: Recap discussions of morning meeting with Help.NGO Reps. Adam Marlatt & Rob Browning. Gathering thoughts for next steps.

First order of business: Request for previous meeting’s minutes by Reinhold. Meeting minutes were read by Kristina.

Motion #1: Reinhold motioned to approve meeting minutes. Meeting minutes officially approved by committee.

Motion #2: Reinhold motioned that once the minutes are read and approved, they are to be sent out via email to Hope Town community members to ensure good communications to and transparency. All outgoing communication that includes meeting minutes should be shared by James.

1. Fact-Finding Initial Inquiries and Information Gathering by the Committee

- Reinhold opened discussions with his summary and thoughts on the mornings meeting with Help.NGO
- The committee considered advantages and disadvantages of continuing a working relationship with Help.NGO. The Committee noted that it would be good to have a summary list of Help.NGO’s current working responsibilities to see what the Committee can take over in the short term and to have a transition plan since Help.NGO are likely to be phasing out (such as community engagement/consultation, coordination of efforts

(fundraising and work for Elbow Cay) [e.g. Materials, Docks, Government liaison around permits, debris mapping and management, NGO coordination, community engagement, funding/grant proposals, etc.]

- The committee is requesting a meeting with Matt Winslow of Hope Town United with the purpose being the start of the fact-finding communications on topics such as: HTU's commitment to Help.NGO, HTU's commitment to the Hope Town Community and the role/roles they carry out, as well as requesting various documents/information relevant to our islands recovery and the process thus far.
- Monica, Stafford and Reinhold will visit Samaritans Purse after the meeting to introduce themselves in an effort to gain an open line of communication with that additional stakeholder/actor.
- Discussions on establishing a good working relation and communications with Hope Town Council's for their cooperation and synergy with 'The Elbow Cay Restoration Committee' moving forward.
- Additional groups to establish contact with is Hope 4 Hope Town, Hope Town Rising, United Way, ECHOS (Elbow Cay Home Owners South), a Carolina group(?) and others raising funds for the community.
- The Committee noting Help.NGOs information that all rebuild will need building permits and inspections, and there is only 1 inspector stationed in Abaco currently. The Committee noting that this needs to be discussed with Kathrine Fortin Smith of the government disaster agency.
- The Committee discussed creating a mapping of all actors/stakeholders including those raising funds for the community and those NGOs who are supporting and implementing efforts for the island's recovery.

2. Committee Structures and Operating Functions

- Communications have begun with Doug Hyde and Betty Roberts regarding bank accounts.
- James' research on the 'workplace' platform was productive. We found that it is a paid platform, and something that we can certainly go forward with. However, we are also considering a few other options, including Monday.com which offers discounts for NFPs.
- James will also set up a google-drive to maintain all records and information gathered.
- The committee is reviewing Ingrid's drafted organigram for discussions in the upcoming meeting.
- The Committee is also review a list of key areas/topics to structure a master plan around and ensure all community needs and issues are addressed systematically.

3. Building Supplies, Equipment, Donated Goods and Distribution Centres

- The Home Depot and TJ Maxx distribution centers supplies have dwindled. They are currently empty and it's probably time to decide to phase those out in their current form.
- The Committee will look to create a master list of the community's human needs, as well as building materials, look for funding or donation of those needs & establish prioritized distribution (through community consultation on prioritisation criteria). The Committee noted that a draft survey was being prepared.
- For establishing criteria, the Committee discussed a draft survey monkey to go to the whole community to have their say in what the priorities should be and how to prioritise needs, equipment and materials (noting clearly that there will not be enough for all private homes which need rebuilt).
- The Committee also discussed creating a master list of skilled labour/contractors for different kinds of work, including from over in Abaco (noting their need for employment too and the availability of skilled labour there, including e.g. from Cherokee).
- The Committee discussed the implementation of a structured system for Receiving goods, Inventory and Distribution – (suggestion – there be no scheduled 'open' hours) since Incoming goods will be specific items, and will be immediately dispersed. An online requisition system will be put in place.
- It was noted that there is potential equipment available for community use. The Committee will start to compile a list of all equipment currently on island that is available for community use (to be posted on the website).
- For larger equipment and tools requisitioned for community use, these would be offered on a 'scheduled loan' so that they remain the property of the community. Not handed out for ownership to individuals. The Committee will also consider if the equipment/tools are not being used on community projects or by locals based on the community criteria, that it could perhaps be offered 'For Hire' for others with the intent of returned revenue to support maintenance and further equipment for community benefit.
- Samaritans Purse has equipment due to arrive to island sometime soon. This equipment is owned by them, and they will have a team of their own members/crew operating it.
- The Committee also noted the need to come up with a set of transparent criteria for procurement and bids processes, when the work and funding is available for community projects.

- FYI – we now have a new police vehicle on the island, and this is welcomed news! The Committee noted that Officer Carey needs somewhere to stay so he can be on island full time.

Please know that the Committee is working tirelessly to gather information and to gain a strong foothold that will allow us to efficiently represent the Hope Town Community. We realize that the initial communication with the community may seem vague on some points, and in the meantime we appreciate your patience and support. As always we value your input and welcome your thoughts/questions.

NEXT MEETING: Meeting of the Executive Board – Jan 16th, 2020 – The Thompson Group Office

MEETING ADJOURNED: 3:03PM

MINUTES COMPILED: Kristina Malone – Committee Secretary – Committee Approved