



ARTHINGTON RECONSTRUCTION AND DEVELOPMENT ASSOCIATION
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Annual State of ARDA Report Reporting Period: November 2017 – October 2018 Summary

To the Board of Directors, Executive Officers, and Members of the Arthington Reconstruction and Development Association (ARDA), it is with honor to submit this Annual report on the state of the association. I am pleased to report that ARDA is operational and is in a good state.

Report summary:

1. As of October, 2017, the Bank of America account, as reported in the Treasurer's report, carried a balance of \$9516.92. During this period total income was \$1165.00 and expenditure was \$2356.90.
2. The General Monthly conference call meetings were held monthly. Nine (9) of the required 12 meetings were held with an average of 10 participants.
3. A shipment containing a laptop, printer, printing paper, children books, encyclopedias, dictionaries, school supplies, learning materials, children clothing, children chairs and tables were sent to Liberia in August of 2018 and arrived in October of 2018.
4. Through collaboration with Kids Educational Engagement Project (KEEP) the Parthena Askie library was renovated.
5. ARDA lost a leader, a servant, a Board Member when Mr. Dewey Gaither departed us in February of 2018. May his soul rest in perfect peace.

Financial

The Bank of America account has been managed well with no major issues. The current signatories are: Mr. Maxwell Peal (Treasurer), Mr. Dak Lavala (President) and Mrs. Rosetta Clarke who remained from the Interim Government appointment.

ARDA Bank of America account balance was \$9516.92 as of October 13, 2018 as communicated in the Treasurer's report. The balance is based on account balance reported as of November 1, 2017 and reconciled using financial records up to October 13th 2018. Figure 1 shows total income and total expenditures for this period. Income during this fiscal period came mainly from donations and residual convention revenue. Our projected revenue source from Dues and Fundraising was once again limited or non existence.

Please reference the Treasurer's report for a detail breakdown for income and expenditures.

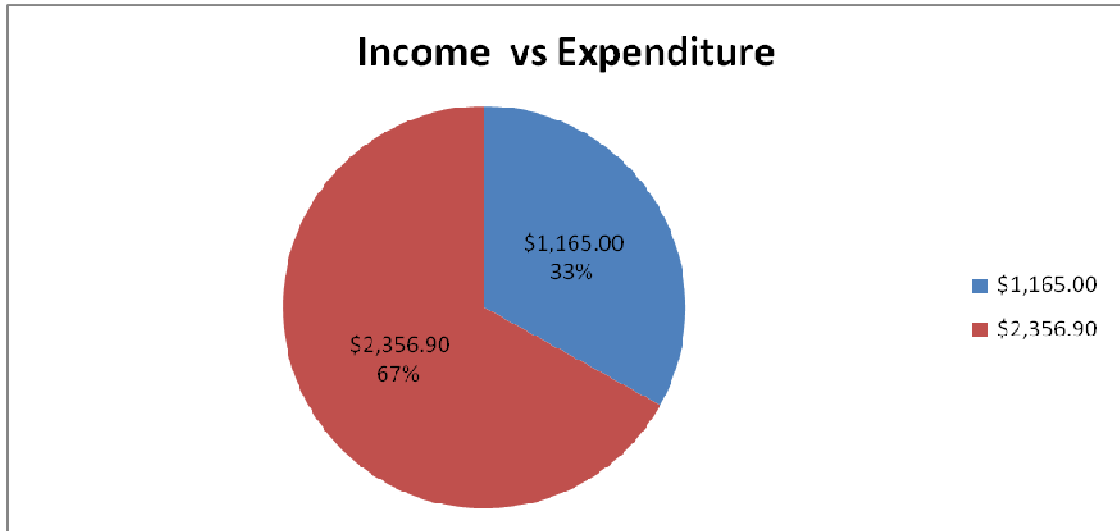


Figure 1

General & Executive Meetings

The Executive continued to organize and hold General Monthly meetings via conference call as specified by the constitution. A total of 9 out of the required 12 meetings were held. The planned November 26th, May 27th and July 29th meetings were cancelled in consultation with the Board of Directors. Agendas were sent out prior to meetings; input was solicited and modification made prior to being adopted. Average attendance for the period November 2017 to September 2018 meetings was 11 with attendance ranging from 9 to 14 participants.

Below is a summary of the attendance record as recorded by the Secretary for fiscal year 2017-2018:

Salutation	First Name	Last Name	Total Present	Total Absence
Director	Wokie	Stewart	8	1
Director	Harmon	Warsaw	6	3
Director	Garmai	Hill	6	3
Director	Spencer	Clarke	9	0
Director	Maggie	Oberly	3	6
Director	Dewey	Gaither	1	8
Chaplain	Dianetta	Bryant	5	4
Former Director	Patrick	Flomo	3	6
President	Dak	Lavala	8	1
Vice President	Lydia	Bracewell	5	4
Treasurer	Maxwell	Peal	7	2

Financial Secretary	Napoleon	Askie	8	1
Secretary	Faith	Nimineh	6	3
Parliamentarian	Ceoah	Askie-Tarway	9	0
Mrs.	Jackie	Askie	9	0
Mr.	Elwood	Nortern	2	7
Mrs.	Mcleod	Darpoh	1	8
Mrs.	Bernadine	Peabody	1	8

The Executive held monthly meetings on either the second or third Sundays of each month. Matters particular to the operations of the association were discussed at these meetings. One agenda item was development of the General Monthly Meeting agenda.

Projects

Shipment to Liberia – A shipment of 4 large boxes (24inches x 18 inches x 24inches) were sent to Liberia during this fiscal year. The shipment contained a 15inch Lenovo computer, HP OfficeJet 3830 printer, 4 rolls of printing paper, 2 boxes of printer cartilages, 23 Encyclopedias, dictionaries, educational puzzles, pencils, pens, markers, notebooks, and educational materials. The shipment left Maryland in August 2018 and arrived in Liberia in October 2018. The shipment was received by Mrs. Mcleod Darpoh and is currently in route to Arthington. Total cost of items shipped was \$790.00. The cost for shipment was \$265.00 for a grand total of \$1,055.00. Below is a listing of the items shipped.

Box #1

1. 23 Encyclopedias
2. 2 Dictionaries
3. An assortment of children clothing

Box # 2

1. Puzzles
2. 2 cases @ 36/case of Pencils
3. 1 case @36/case of Pens
4. 1 case @30/case of Markers
5. 2 cases @ \$24.00/case of composition notebooks
6. 2 Jump Rocket children toys
7. Stuart children toy
8. Learning to count flash cards
9. Sight words flash cards
10. Alphabet fun flash cards
11. Numbers flash cards
12. 1 Roll printing paper
13. 12 pairs children sneakers
14. Assortment of children books

Box #3

1. 1 case @24/case of Crayons
2. 2 cases @ 36/case of Pencils
3. 2 cases @ \$24.00/case of composition notebooks
4. 1 case @36/case of pencil sharpeners
5. 1 box of logo
6. 2 Rolls of printing paper
7. 6 stuff animals
8. Assortment of children books

Box #4

1. 5 Children chairs
2. 1 Children table

I would like to propose to the convention that yearly shipments of school supplies and library books and learning materials be sent to Liberia. The school materials can be distributed to other schools within Arthington but the library books and learning material be allocated to the library.

Parthena Askie Library – A resolution was put forth and adopted by the 2017 Connecticut Convention approving collaborative work between Kids Educational Engagement Project (KEEP) and ARDA. KEEP is a Non-Profit organization with operations in Liberia. The objective of this organization is to provide educational support to children between preschool and 6th grade. Their main focus is building reading and vocabulary skills for children in this age group. KEEP currently operates several libraries in Mountserrado, Grand Gedeh and Gbarpolu counties. Their program includes Reading Literacy, Tutorial classes, Computer Training, and other skill training for girls. The Executive Director of KEEP is Mrs. Brenda Moore. Special thanks goes out to Mrs. Faith Outland-Nimineh for establishing and facilitating the relationship between ARDA and KEEP.

As part of the collaborative effort KEEP agreed to make several visits to the Arthington Central School to assess ARDA library program. Mr. Leon Wright, a member of ARDA, was instrumental in making these visits possible by providing needed transportation. In April 2018 an assessment report was received from KEEP where the results of their findings were communicated. The following were their findings:

1. The library has a capacity for 50 students
2. Renovation work done in the past was not holding up
3. The library was not being utilized
4. 6 long shelve was required and only 1 was installed.
5. The Ministry of Education supplied school curriculum (Teacher's guide and student activity workbooks) were located on the floor in a small room.
6. Only 2 out of the 15 teachers had been trained for developing reading skills.
7. Recommended that the library be renovated to KEEP standard at a cost of \$3,496.90
8. Equip the library with computers to assist with the children learning
9. Training of teachers in KEEP program

The report was forwarded to the Board for their review and recommendation.

In June of 2018 ARDA was approached by KEEP and communicated that a Partner was interested in providing the money to renovate the library but needed approval from ARDA. After consulting with the Board the approval was granted and the renovation started. The renovation was completed in August of 2018 just prior to the start of the school year.

I would like to propose that the next library project be training or retraining of teaches in reading skills. This should be a requirement to starting a reading program at the library where student would make weekly or bi-weekly visits to the library to participate in a reading program. The training and establishment of the reading program should be done through KEEP since they have proved to us their ability and commitment to this type of educational program in Liberia.

Fundraising Committee

The purpose of the Fundraising Committee was to lead all ARDA fundraising activities. Members of this committee were as follows:

1. Miss Lydia Bracewell – Chair
2. Mr. Napoleon Askie – Member
3. Mrs. Jackie Askie - Member
4. Director Wokie Stewart – Member
5. Director Maggie Oberly – Member
6. Rev. Dianetta Bryant – Member

No fundraising activity was conducted in this convention year.

Grant and Documentation

The purpose of the Grant and Documentation Committee was to write grant proposals, and create and manage all ARDA documents. Members of this committee were as follows:

1. Mr. Patrick Flomo – Chair
2. Director Harmon Warsaw – Member
3. Mrs. Yvonee Hoggard-Kamara - Member

This committee was tasked with documenting ARDA history. This information will be vital to writing proposals if the need arises in the future and be available on the website as information to the public. This committee did not make much progress on this assignment during the fiscal year but the hope is that this will be accomplished during the 2018-2019 convention year.

Education

The purpose of the Education Committee was to organize and implement all educational programs including programs to be run through the Library. Members of this committee were as follows:

1. Dr. Garmai Hill – Chairman
2. Mr. Patrick Flomo - Member
3. Rev. Dianetta Bryant - Member

We are currently seeking additional members for this committee. Part of the initial work will be to develop programs for the library. What good is a library if it is not being used?

Public Relations

The purpose of the Public Relations Committee was membership and the central source of all ARDA communications. Members of this committee are as follows:

1. Mr. Dak Lavala – Chair
2. Director Dewy Gaither – Member (Deceased)
3. Director Wokie Stewart - Member
4. Miss Lydia Bracewell – Member

Membership continues to be a challenge with two new members being added during this period. Current members of the organization are as follows:

First Name	Last Name
Dakollie	Lavala
Maxwell	Peal
Harmon	Warsaw
Maggie	Oberly
Garmai	Hill
Dewey	Gaither (Deceased)
Spencer	Clarke
Lydia	Bracewell
Patrick	Flomo
Dianetta	Bryant
Wokie	Stewart
Napoleon	Askie
Jackie	Askie
Ceoah	Askie-Tarway
Faith	Outland-Nimineh
Evelyn	Epple
Dale	Epple
Vangie	Lahai

Special thanks go out to the current Executive Officers for all of their hard work and support during the past year. Hats off to you guys:

1. Mrs. Lydia Bracewell – Vice President
2. Mr. Napoleon Askie – Financial Secretary

3. Faith Outland Nimineh - Secretary
4. Mr. Maxwell Peal – Treasurer
5. Rev. Danetta Bryant – Chaplain
6. Ceoah Askie-Tarway - Parliamentarian

Respectfully Submitted,

Dak Lavala

ARDA President