



ARTHINGTON RECONSTRUCTION AND DEVELOPMENT ASSOCIATION
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Annual State of ARDA Report

Reporting Period: June 1, 2015 – October 22, 2016

Summary

To the Board of Directors, Executive Officers, and Members of the Arthington Reconstruction and Development Association (ARDA), it is with honor to submit the 2015 – 2016 Annual report on the state of the association. I am pleased to report that ARDA is operational and is in good state.

Report summary:

1. **Financial** - ARDA Financial Report communicates that as of October 15, 2016; the Bank of America account reported a balance of \$5,659.31. During this period, total income was \$5,659.31 and total expenditure was \$4759.78. Total revenue for this period including a carryover balance of \$4871.88 for 2014-2015 Convention Year was \$10,419.09.
2. **Monthly Meetings** - General Monthly conference calls were held with an average attendance of 11 participants.
3. **Registered NGO** - ARDA was registered as a NGO in Liberia on October 2nd 2015.
4. **Shipment to Liberia** - The first shipment of backpacks and school supplies was shipped to Liberia and delivered to the school by the president in May of 2016.
5. **Road Maintenance Project** - A detail report on the Road Maintenance project was submitted to the Executive and forwarded to the Board for review on July 21, 2015. The report contained a description of what was accomplished and a detail breakdown of how ARDA donated \$900.00 was spent.
6. **Parthena Askie Library** - Performa invoices and bids were received for the renovation of the Parthena Askie Library and funds in the amount of \$1500.00 were approved in the 2015-2016 budget and transferred to Liberia in the care of Mrs. Mcleod Darpoh. Work is scheduled to commence by mid October or early November 2016.
7. **Fund Raising** - The Fundraising Committee headed by the Vice President Ms Lydia Bracewell successfully sponsored a Casino bus trip to Foxwoods, CT on December 4, 2015. A total of \$1462.00 was raised in this fund raising effort.
8. **Standing Committee** - The Grant and Documentation committee identified the official versions of ARDA Constitution and Financial Policy documents. Official copies of these documents were hosted on the ARDA website.
9. **Website** - ARDA website hosting service with JUSTHOST ended in March 2016. A new service contract was established with GoDaddy in April 2016. This is a 2 year service agreement that runs from April 2016 to March 2018.
10. **Taxes** - ARDA 2015 Tax Return was filed with the IRS in April 2015 utilizing Form 990-N (e-Postcard).
11. **Convention 2016** – The Convention 2016 Committee was organized in May 2016 to help plan the 2015-2016 Annual Convention. The committee successfully held a Glamour Show and a fundraiser at the Liberian Embassy raising a total \$2432.21. All funds were applied to financing the 2015-2016 convention.
12. **PayPal** - ARDA continued to operate the PayPal service account that allows acceptance of credit and debit card payments on its website.

Financial Summary

The Bank of America account was transition from the Interim Government signatories to the current Executives signatories on July 25, 2015. The current signatories are: Mr. Maxwell Peal (Treasurer), Mr. Dak Lavala (President) and Mrs. Rosetta Clarke who was retained from the Interim Government appointment.

ARDA Bank of America account balance was \$5,659.31 as of October 15, 2016 as communicated in the Treasurer's Annual report. The initial balance was based on the account balance reported in the Interim Government's report dated May 28, 2015 and reconciled using financial records up to October 15, 2016. Figure 1 shows total income of \$5,547.21 and total expense of \$4759.78 during this period. Please refer to the Treasurer's report for a breakdown of all income and expenditure.

Please see the Treasurer's report for a more detail breakdown of income and expenses.

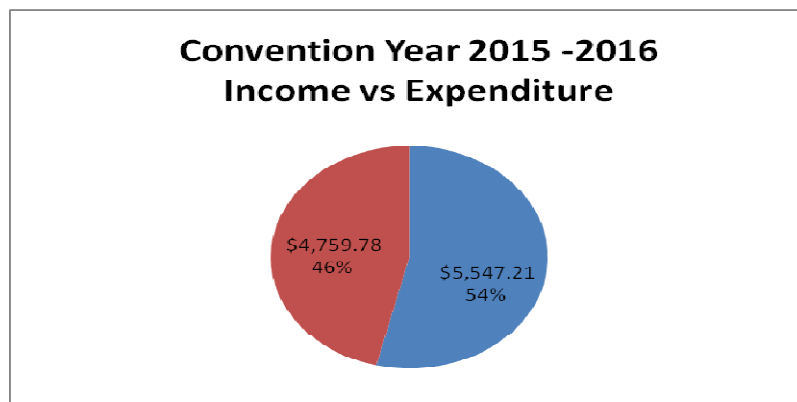


Figure 1

General Meetings

The Executive continued to organize and hold General Monthly meetings via conference call as specified by the constitution. Agendas were sent out prior to meetings; input was solicited and modification made prior to being adopted. Average attendance for the period July 2015 to September 2016 was 13 with the number in attendance ranging between 9 to 16 participants. A total of 12 meetings were held during this period.

Below are attendance records as recorded by the Secretary for this reporting period:

First Name	Last Name	Total Present	Total Absent	Percent	Comment
Harry	Moore	7	5	58%	
Dak	Lavala	11	1	91%	

Wokie	Stewart	10	2	83%	
Melvin	Askie	0	12	0%	
Evelyn	Epple	3	9	25%	
Dale	Epple	1	11	8%	
Garmai	Gaye	11	1	91%	
Dewey	Gaither	8	4	66%	
Harmon	Warsaw	10	2	83%	
Maggie	Oberly	10	2	83%	
Napoleon	Askie	10	2	83%	
Mother	Bryant	8	4	66%	
Patrick	Flomo	8	4	66%	
Lydia	Bracewell	12	0	100%	
Rosetta	Clarke-Brooks	0	12	0%	
Spencer	Clarke	9	3	75%	
Maxwell	Peal	10	2	83%	
Mcleod	Darpoh	2	10	16%	
Walt	Wright	3	9	25%	
Leon	Wright	3	9	25%	
Ruel	Dumpster	2	10	16%	
Charles	Luke	1	11	8%	
Elwood	Nortern	1	11	8%	
Jackie	Askie	2	10	16%	
Ceoh	Fiske	2	10	16%	
I.B	Clarke	1	11	8%	
Sarah	Benson	0	12	0%	

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 of the agenda item for these meetings was developing the General Monthly Meeting agenda.

Committees

The Executive in consultation with the Board formulated and confirmed five committees. The purpose of these committees is to assist the Executive in carrying out the operational responsibilities of ARDA. Names of committee members were submitted to the Board and confirmation was completed on October 11, 2015.

Project Committee

The purpose of the Project Committee is to coordinate and plan all ARDA projects to ensure they are in line with the goals and objectives of ARDA. Members of this committee are as follows:

1. Mr. Spencer Clarke – Chairman
2. Mr. Maxwell Peal – Member
3. Mrs. Mcleod Darpoh – Member
4. Mrs. Dennis - Member

Liberia Non Governmental Organization (NGO) status – The committee in consultation with Mrs. McLeod Darpoh incorporated ARDA as an NGO in Liberia. Official word was received from Mrs. Darpoh on November 5, 2015 and the Articles of Incorporation was received in May 2016. This registration allows ARDA to operate as a Non-profit in Liberia and allows the establishment of ARDA branches in Liberia.

Shipment to Liberia – The first shipment of school supplies and other materials were shipped to Liberia during the month of November 2015. Items shipped included backpacks, school supplies, stuff animals, and microscopes. Backpacks and school supplies were donated to ARDA during the 2012 convention. Thanks to Mr. Melvin Askie and the New Jersey 2012 convention committee. Microscopes and stuff animals were donated to ARDA via Rev. Dale and Evelyn Epple. The committee worked along with Mr. Harry Moore in making the necessary arrangements for shipment to Liberia. **A special thanks to Mr. Moore for leading this efforts.** Items were shipped in care of Mrs. Darpoh. A summary of the items shipped are as follows:

1. 42 Backpacks
2. School supplies (rulers, paper, pencils, binders, erasers, notebooks, color crayons, folders, glue)
3. 32 stuff animals
4. 3 Microscopes

These items were presented to the school Principal Mr. Augustus V. Johnson and his staff during the president’s visit to Liberia in May 2016.

Road Maintenance – In June of 2015, ARDA donated an amount of \$900.00 in support of the Arthington Road Maintenance Project. This donation was made via Mrs. Darpoh and the Development Council of Arthington. A detail report was submitted to the Executive and forwarded to the Board for review on July 21, 2015. The report contained the nature of the work that had occurred since her return to Liberia and a detail breakdown of how the ARDA donated \$900.00 was spent. A summary of the income and expenditures as communicated in the report is listed below:

Income:

Source	Amount	Comment
Citizens of Arthington	\$1,400.00	
ARDA	\$900.00	
Former Senior Senator for Montserrado County	\$400.00	
Total	\$2700.00	

Expenditures:

Item	Amount	Comment
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5 ten tire truck loads of rock	\$2000.00	
Front end loader to spread rocks	\$200. 00	\$50/hr [4 hrs]
Gas for front end loader	\$95.00	
2 ten tire truck loads of gravel dirt	\$240.00	
Along the way manual help to spread rocks and dirt	\$100.00	
2 pickup loads gravel dirt	\$160.00	
Total	\$2795.00	

The expenditures were to perform a quick fix to the road to allow passage during the raining season. As stated in Mrs. Darpoh’s report “The fix was done on the Virginia, Clayashland, Millsburg to Arthington road. The old Road through Brewerville, Coma through to Arthington was too big a project to undertake. Bridges are down, and with limited resources, it was just more practical to go with the quick fix”

Parthena Askie Library – The renovation of the Library at the Arthington Central School is the current project being perused by the association. The renovation cost of the Library was estimated at \$2,500.00. This amount was proposed in the 2015-2016 budgets but \$1500.00 was approved. The renovation efforts are listed below:

1. Wood treatment of shelves
2. Creation of an arch door
3. Repair of damaged roof
4. Make 12 additional shelves
5. Repair Library floor
6. Repair Library ceiling
7. Repair Library main door
8. Two tables
9. Twenty four chairs

Fundraising

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

1. Miss Lydia Bracewell – Chairman
2. Mr. Napoleon Askie – Member
3. Director Wokie Stewart – Member
4. Director Maggie Oberly – Member
5. Rev. Danetta Bryant – Member

The Fundraising Committee lead by Miss. Lydia Bracewell has initiated its first fundraising activity. The committee is organizing a bus trip to Foxwoods, CT on December 4, 2015. All bus arrangements are completed, tickets printed and sales are on the way. A special thanks to Mr. & Mrs. Napoleon Askie for playing leading roles in the planning of this event.

Grant and Documentation

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

1. Mr. Harry Moore – Chairman
2. Mr. Patrick Flomo – Member
3. Director Harmon Warsaw – Member

Constitution/Financial Policy documents – The committee identified the official versions of ARDA Constitution and Financial Policy documents. The committee communicated this information to the Executive in September 2015. Official copies of these documents were hosted on the ARDA website during the same month. The website versions of these documents will be referenced for all ARDA deliberations and discussion moving forward. A centrally located set of documents will streamline the document archival process and improve access.

Education

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

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

We are currently seeking additional members for this committee. Part of the initial work will be to develop programs for use of the recently shipped microscope, distribution of school supplies and stuff animals.

Public Relations

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

1. Mr. Dak Lavala – Chairman
2. Director Dewy Gaither – Member
3. Mr. Leon Wright – Member
4. Mrs. Rosetta Clarke – Member

One of the first planned projects is a mailing campaign that would include a letter and brochure to everyone that has had any involvement with ARDA. The draft letter has been developed along with an updated brochure to be use in this campaign.

Membership continues to be a challenge with no new members being added during this period. Current member's financial standings for 2014-2015 are listed below:

First Name	Last Name	Amount Due	Amount Paid	Balance
Harry	Moore	\$ 100.00	\$ 100.00	\$ -

ARDA
1314 Waybridge Lane Winston Salem, North Carolina 27103

Dakollie	Lavala	\$ 100.00	\$ 100.00	\$ -
Maxwell	Peal	\$ 100.00	\$ 100.00	\$ -
Harmon	Warsaw	\$ 100.00	\$ 100.00	\$ -
Maggie	Oberly	\$ 100.00	\$ 100.00	\$ -
Garmai	Gaye	\$ 100.00	\$ -	\$ 100.00
Dewey	Gaither	\$ 100.00	\$ -	\$ 100.00
Spencer	Clarke	\$ 100.00	\$ -	\$ 100.00
Lydia	Bracewell	\$ 100.00	\$ 100.00	\$ -
Patrick	Flomo	\$ 100.00	\$ -	\$ 100.00
Danetta	Bryant	\$ 100.00	\$ -	\$ 100.00
Wokie	Stewart	\$ 100.00	\$ 100.00	\$ -
Napoleon	Askie	\$ 100.00	\$ 100.00	\$ -
Evelyn	Epple	\$ 100.00	\$ -	\$ 100.00
Dale	Epple	\$ 100.00	\$ 100.00	\$ -
Vangie	Lahai	\$ 100.00	\$ 100.00	\$ -
Total		\$ 1,600.00	\$ 1,000.00	\$ 600.00

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

1. Mrs. Lydia Bracewell – Vice President
2. Mr. Napoleon Askie – Financial Secretary
3. Mr. Maxwell Peal – Treasurer
4. Rev. Danetta Bryant – Chaplain

Respectfully Submitted,

Dak Lavala

ARDA President