

June 24, 2007

ANNUAL REPORT

During the year 2006/2007 we continued to work closely with the school and pursue our goals and objectives as mandated by the convention. While implementing these goals and objectives, we also focused on keeping our members and well wishers abreast of our activities and creating awareness within the business and education communities of the existence and aspirations of BWHESAA. Specifically, the following were undertaken during the year.

SCHOOL ACTIVITIES: In January of 2007, we made an official visit to the school and with the assistance of our Executive Secretary, Ms. Dorothy Richards-Tolbert and our Financial Control Board Chairman, Mr. Jimmy Neal, we were able to accomplish the following:

1. Rehabilitation of the Computer Lab . We are pleased to report that the rehabilitation of the computer lab is completed. The lab is now equipped with a total of 24 computers along with printers for use by students. A commissioning ceremony was held and it was officially turned over to the school administration. It was agreed that budgetary provision would be made for the maintenance of the lab.
2. We delivered (300) pediatric gowns to the pediatric ward of the John F Kennedy Memorial Hospital, Phoebe Hospital, SOS Clinic, and SDA Hospital in the name BWHESAA. These gowns were donated by the A I Dupond Children Hospital in Wilmington, Delaware. We express sincere thanks and appreciation for their generosity.
3. We were able to reorganize and install the new officers of the local Alumni Association and also do a fundraiser on their behalf. They are very excited to work with us and together we are looking forward to doing great things. A complete report was prepared and submitted to all Chapters on our visit to the School.

OTHER ACTIVITIES:

1. A total of \$4000.00 has been set aside in the scholarship fund to award local scholarships to deserving students at B.W. Harris for the school year 2007/2008. This will pay for fifteen (15) students @ 250.00 ea. Per year. We have already put a selection process in place and are pleased to state that Scholarship Committee has already completed the selection of students for the ensuing year. We want to salute our late Scholarship Chairman, Ms. Wokie David who worked diligently to see this

process through. We also have a one year scholarship named in her memory. Our thanks also go to Mr. Joshua Cassell who has taken over and has done an excellent job in completing the task.

2. We are pleased to report that the Association's first promotional DVD for corporate sponsorship and support has been developed. Already, this has been sent out to ten potential sponsors and has been distributed to all chapters for their use for fundraisers.
3. A number of items have been acquired for the science lab. According the report from the Tri State Chapter which is sponsoring this project, we have a number of test tubes and other items to the tune of \$300.00. We are still working on this and in preparation for shipment to the school.
4. FINANCE: All Chapters continue to report to National on their financial activities and to adhere to the guidelines stipulated for finances. All financial activities were conducted smoothly throughout the year and the Audit Committee has continued to be invited to review the records for check and balance.
5. Through the workings of the Midwest Chapter, we were able to obtain Encyclopedias, both in hard copies and electronic form and send them to the school for the library.
6. We received other monetary donations and pledges from the following Spartans: Moses Okai & St Jerome Davis III - \$100.00 ea./payment towards the website; Handel Diggs.....
7. In order to enhance check and balance and objectivity in our organization, we developed a daily operation manual which includes policies guidelines on all aspects of our daily operations. These were done using the constitution as a guide. The use of the manual will help promote consistency and uniformity in our manner of operation.
8. BENEVOLENCE: Throughout the efforts of the National Chaplain and the Committee, we were able to touch all of our members during times of joys and sorrows. We also identified with the families of fallen Spartans and we pray that Almighty God will grand them eternal rest. We will also be launching the National Chaplain Chain and the Bible Drive to collect 200 Bibles to be sent to the students in Monrovia.
9. MEMBERSHIP: The "LEAVE NO SPARTAN BEHIND" Campaign continues and we continue to update database for members. Because of this, we are also able to reach our members overseas.

10. CHAPTERS REACTIVATION: We had been successful in getting the Rhode Island and Illinois Chapters on board. We hope to visit with the latter two during the ensuing year to get them fully functional. We now have a total of eight chapters.
11. COMMUNICATION: The Spartan Newsletter continues to be distributed as one of the ways of keeping our member informed. Our readership has grown as much interest has been generated in the newsletter. Thanks a gain to our team of writers and editors for their hard work.
12. The website has been maintained throughout the year by the Website Committee consisting of a team of diligent Spartans who have done an excellent job. Due to the increase in our activities and the demand for continued and timely maintenance of the website, the board decided to contract this service out to meet this demand. It was also decided that this being our first point of contact with the public, it needed to have more user friendly qualities. Consequently, the new and improved website will be launched during this convention. More information will come during the launch.
13. The official Spartan Brochure has been completed and is being printed for distribution. Like other non-profit organization, BWHESAA will now have an official documentation that one can present to potential sponsors or donors when discussing our terms of reference and mission.
14. GOALS /PROJECTS: Per the mandate of the convention to assign projects to various chapters, the following was implemented:

D C METRO CHAPTERTyping Programs..... Project completed by Chapter
MINNESOTA CHAPTER.....Kindergarten Materials... Completed/Awaiting Ship.
TRI-STATE CHAPTER...Chemical Lab....Partial Completion
MIDWEST CHAPTER...Encyclopedias (software/paper) Completed
GEORGIA CHAPTER....Audio-Visual Room....Partial Completion
ILLINOIS CHAPTER.....LibraryPreparation Stage
NORTH CAROLINA.....Mimeographing Machine ...Partial Completion

We want to thank all chapter presidents and their members who worked diligently to complete their assigned projects and also those of you who have partially completed yours as we are aware that some projects are more tedious than others. To those who did not get started, we encourage you to do so.

15. Although, we did a lot, we were faced with many challenges:
1. The issue of continued participation on the part of committee members:
 2. The issue of Officers who failed to carry out their duties; not paying quota to convention;
 3. The issue of members remaining inactive, not paying their dues and not identifying with any chapter:

In view of the above we hereby recommend the following:

1. Those Chapters who failed to pay their annual contribution to convention be required to pay the current and past due.
2. All Chapter be required to host at least one non-social fundraiser/reaching out to the business and education communities; Perhaps an annual benefit dinner or so. This should be MANDATORY so that they would at least be able to raise some funds to meet their obligation.
3. That we begin to look into ways to incorporate classes that are organized into the activities of BWHESAA either through participation on one of our projects or so. This way we would be increasing our members' involvement and have a united front with all Spartan interest groups.
4. That we raise the amount of chapter quota from \$1500.00 to \$3000.00 so as to insure adequate budgetary support.
5. That the payment of annual quota be done in installments instead of right before convention. This way, any chapter having trouble raising their funds will have ample time to do with some help from National.

PROPOSED GOALS:

1. RICE PROJECT: Feeding the Children in the cafeteria...The cost of one bag of rice delivered to the school is \$35.00. According to the principal, it takes at least one bag and a half per week to feed the children. The total cost needed for the year is: $6 \text{ bags/mo.} \times 10 \text{ mos.} \times \$35.00 = \$2,100.00$. Total population of the school is 425 students. Individual may make pledges to this at convention.
2. Our conversations and interactions with the school administration show that the school is somehow in the position to manage itself in terms of infrastructure. Hence we recommend that we begin to look at programs/vocations that will develop and have a direct impact on the students and prepare them for going into the work force as well as for college. With the current situation of some students being above the age requirement for their classes and where there is a dire need for trained Liberian to man the workforce, this would be a good way to provide the requisite training for our young Spartans. For example, we could choose a complete clerical, drafting or home economics course to be set up at the school.
3. Preparation of Grant Proposal for the School- Members with the requisites skills may volunteer at convention to do this.
4. Remaining plans and activities come from the Workshop.
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