NAPA Executive Committee
(Minutes - Second Meeting)
Saturday, July 9, 2016 (9-10pm ET)

How to join the meeting?
1. Dial-in-number: (641) 715-3580. It will ask for the access code.
2. Enter the access code in your telephone keypad - access code: 113-245#. You will be connected.

Attendance

<table>
<thead>
<tr>
<th>Presence</th>
<th>Ambika Tiwari, Dilip Panthi, Durga D. Poudel, Kabindra Adhikari, Lekh Nath Paudel, Megha N Parajulee, Pradeep Wagle, Prem Bhandari, Raju Pandey, Ramesh C Khanal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Guest</td>
<td></td>
</tr>
<tr>
<td>Informed in absentia</td>
<td>Lila B. Karki</td>
</tr>
</tbody>
</table>

Agenda/Actions/Decisions:
1. Updates from President: Lila B. Karki/Megha N Parajulee.
   In absence of President Lila B. Karki, the meeting was presided by the Acting President (and NAPA Vice President). Briefly provided some updates.

2. Updates: Prem Bhandari
   - Thank you letter sent to the Honorable Ambassador for providing $1500 financial support at the Dallas Convention.
   - Interaction program report submission to the Embassy of Nepal – (Megha Parajulee is currently working on report).
   - IRS update (Response has been drafted and will be finalized and submitted soon)
   - Discussed about global membership (discussion will continue).
   - Updates on presentations upload on NAPA website (all uploaded except by Prof. Gopi Upreti. Yet to be received.).
   - Group e-mail (EC listserv created)
   - A listserve will be created for all NAPA members.

3. Membership Status, Membership Sub-Committee and Balance Sheet Updates: Ambika Tiwari, Treasurer.
   - Madam Treasurer updated the status of membership, membership committee and the financial situation of NAPA.
• Membership status (as of July 7, 2016).

<table>
<thead>
<tr>
<th>Member Type</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular</td>
<td>59</td>
</tr>
<tr>
<td>Student</td>
<td>29</td>
</tr>
<tr>
<td>Joint</td>
<td>8</td>
</tr>
<tr>
<td>Life</td>
<td>5</td>
</tr>
<tr>
<td>Associate</td>
<td>0</td>
</tr>
<tr>
<td>Honorary</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Member</strong></td>
<td><strong>101</strong></td>
</tr>
</tbody>
</table>

• Madam Treasurer also informed EC members of the reformation of NAPA Membership Committee as follows:
  NAPA Membership Committee (2016-2018).
  1) Ambika Tiwari, Mississippi, Chair
  2) Jhalendra Rijal, California, Member
  3) Lekhanath Poudel, Delaware, Member
  4) Laxman Adhikari, Georgia, Member
  5) Pradeep Wagle, Oklahoma, Member
  6) Prakash Parajuli, Texas, Member
  7) Raja Khanal, Canada, Member
  8) Shiva Kumar Rai, New Hampshire, Member
  9) Upendra Sainju, Montana, Member

  NAPA EC members unanimously passed the motion of this Membership Committee. This committee will be expanded as necessary.

• Strategy for retention of current members and addition of new members. This is a very important agenda. EC will separately discuss about this agenda soon. A meeting will be held with the NAPA EC Officials and Membership Committee members.

• Financial status of NAPA as of July 7, 2016.

<table>
<thead>
<tr>
<th>Items</th>
<th>Amount (US$)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. INCOME</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A1. Membership Fee</td>
<td>$6,285.00</td>
<td></td>
</tr>
<tr>
<td>A2. Donation</td>
<td>$2,215.74</td>
<td></td>
</tr>
<tr>
<td><strong>Total A</strong></td>
<td>$8,500.74</td>
<td></td>
</tr>
<tr>
<td><strong>B. EXPENSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>501(c) Registration</td>
<td>$105.00</td>
<td></td>
</tr>
<tr>
<td>IRS (Form 1023) Application</td>
<td>$400.00</td>
<td></td>
</tr>
<tr>
<td>NAPA Website Domain Purchase &amp; Hosting</td>
<td>$228.43</td>
<td></td>
</tr>
<tr>
<td>AGM Related Expense</td>
<td>$431.25</td>
<td></td>
</tr>
<tr>
<td>Bank Check Purchase &amp; Other</td>
<td>$56.20</td>
<td></td>
</tr>
<tr>
<td><strong>Total General Expense</strong></td>
<td>$1,420.88</td>
<td></td>
</tr>
<tr>
<td>Paypal Fee</td>
<td>$150.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total B</strong></td>
<td>$1,370.88</td>
<td></td>
</tr>
<tr>
<td><strong>Total Balance</strong></td>
<td>$7,129.86</td>
<td></td>
</tr>
</tbody>
</table>
4. By-laws Review Committee: Lila B. Karki/Megha Parajulee

- Acting President (and NAPA Vice President) Megha N. Parajulee mentioned that a By-laws review committee will be formed upon return of Mr. President. NAPA By-laws will be reviewed as per the spirit of the NAPA convention (as mandated by Dallas Convention). A committee of independent reviewers who were not involved in drafting by-laws will be formed.

5. Discussion on NAPA Future Programs: NAPA 2-yr plan (by President)

- In absence of the President, Acting President (and NAPA Vice President) Megha Parajulee urged each EC member to submit a brief summary (conceptual idea) of the plan/program (as assigned to EC members) for next two years on the topics tabled by the President. Each plan/program is a well thought of plan (for information, its corresponding NAPA objectives as they appear in NAPA By-laws are provided in the following table). Each plan will be discussed in future meetings.

- The following programs were tabled by the President in NAPA EC first meeting. The EC identified Lead persons to prepare a conceptual idea to be shared among EC member in the next meeting.

<table>
<thead>
<tr>
<th>Plan</th>
<th>Lead</th>
<th>Corresponding NAPA objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Global Conference in Nepal</td>
<td>Prem Bhandari/ Lila B. Karki</td>
<td>Objectives 4 &amp; 5. Foster intellectual discourse</td>
</tr>
<tr>
<td>Convention in the USA</td>
<td>Lila B. Karki</td>
<td>Objectives 4 &amp; 5. Foster intellectual discourse (NAPA regular activity)</td>
</tr>
</tbody>
</table>

**Publications**

- Journal
- Working Paper Series
- Newsletter
- Research/Policy Brief
- Brochure

**Membership Drive**

- Americas
- Outside Americas

**Webinar/Talk Session**

- Lila B. Karki

**Grant Writings**

- K P Paudel (to be requested)

**Professional Development Trainings, Discussions forums, and NAPA Contribution to Nepalese perspective such as distance course offerings**

- Raju Pandey

**Outstanding Faculty/Research/Extension/Student/Community Service Awards**

- Megha N Parajulee

**Professional/Institutional Collaborations**

- Megha N Parajulee

**Charitable Activities/Donations/Fund Raising**

- Lekh Nath Paudel

**Wikipedia and Membership Directory**

- Kabindra Adhikary

**NAPA Mass Communication Website, Facebook, Twitter**

- Pradeep Wagle/Prem Bhandari/ Santosh Aryal/Tanka Kafle

**Others plans/programs received from EC members will be compiled and discussed**

- Will be compiled by Prem Bhandari and Pradeep Wagle

Please send at napa2072@gmail.com and cc to both GS and JS.

**Other 1**

**Other 2**

**Legal Advisor**

- Yet to be identified

**Editorial support**

- Yet to be identified
• Each program will be prioritized (to facilitate General Secretary has shared a template of timeline of activities among EC members).
• Acting President (and NAPA Vice President) Megha N. Parajulee also urged EC members to send a brief summary (conceptual idea) of any other plan (within NAPA scope) to General Secretary Prem Bhandari (and Joint Secretary Pradeep Wagle) if EC members would like the plan be discussed and incorporated. General Secretary (and Joint Secretary) will compile and share for discussion.

6. AOB
• Regular Meeting Scheduling – The regular meeting will be held on first Saturday of every month (9-10 pm ET).

7. Closing Remarks
Meeting was adjourned with closing remark by EC member Raju Pandey.

Thank you!

Next Meeting:
[Saturday, August 6, 2016]

Note:
• We value and respect each other’s time. As a professional organization, we will act professionally - start promptly and wrap-up on time.
• General Secretary (and Joint Secretary) will take notes and keep us posted about upcoming plans/events/and more.
• If we cannot finish discussion on our proposed agenda, the remaining agenda will be discussed in our next meeting (or specified by the EC).
• To be as efficient, effective, and participatory as possible, we’ll try not to repeat the previous speaker (for the same agenda) (unless the President desire to do so). Express your thoughts precisely and respect each other’s ideas.