



ESTD. 2016

Executive Committee

President

Dr. Lila B. Karki

Vice President

Dr. Megha N. Parajulee

General Secretary

Dr. Prem Bhandari

Joint Secretary

Dr. Pradeep Wagle

Treasurer

Ms. Ambika Tiwari

Members

Dr. Durga D. Poudel
Dr. Dilip Panthi
Dr. Kabindra Adhikari
Dr. Lekh Nath Paudel
Dr. Raju Pandey
Dr. Ramesh C Khanal

NAPA Executive Committee (Minutes - Third Meeting) Saturday, August 13, 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: 113245#. You will be connected.

Note:

- We value and respect each other's opinion and time. As a member of 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 as participatory as possible, we'll try not to repeat the previous speaker (for the same agenda) (unless the President desires to do so). Express your thoughts precisely and respect each other's ideas.

Attendance

Presence	Ambika Tiwari, Dilip Panthi, Lekh Nath Paudel, Lila B. Karki, Megha N Parajulee, Pradeep Wagle, Prem Bhandari, Ramesh C Khanal
Guest	
Informed in absentia	Durga D. Poudel, Kabindra Adhikari, Raju Pandey

Agenda/Decision:

1. Welcome to participants and initiation of the meeting by the President
 - ✓ President welcomed participants and thanked all members and officers for working hard to serve NAPA.
 - ✓ President requested all NAPA EC members to overcome challenges and meet expectations of NAPA general members.
2. Brief updates by the Executive Committee Officials
 - 2.1 Megha Parajulee, Vice President:
 - Texas Interaction Program report submission to the Embassy of Nepal
 - Outstanding Faculty/Research/Extension/ Student/ Community Service Awards
 - Professional/Institutional Collaborations
 - ✓ Vice President provided updates on the agenda he was responsible for and assured of accomplishing the assigned AGM report
 - ✓ in a week or two.
 - ✓ He will also provide his vision on recognizing outstanding NAPA members and Collaboration plan with other similar organizations in our next meeting.

2.2 Prem Bhandari, General Secretary:

- Housekeeping, latest progress (IRS, website, listserv, brochure)
- ✓ NAPA's Tax exempt status approved from IRS.
- ✓ Tax filing of the year 2015 will be done soon using Form 990-N (Ambika, Lila and Prem)
- ✓ Website: New website currently running. Supported by IT personnel Santosh Aryal and Tanka Kafle in the guidance of General Secretary.
- ✓ Listserv: Two listserv (for Executive Committee and Membership Committee) are functional.
 - Listserv for general NAPA members is already created. Its functionality will be confirmed.
- ✓ NAPA Brochure: NAPA Brochure has been drafted and almost at the final stage. It is suggested to circulate the brochure among EC members and finalize the brochure soon.
- NAPA Conference in Nepal
- ✓ General Secretary briefed the possibility of organizing an International Conference on Agriculture and Allied Areas in Nepal. A draft proposal has been prepared. It will be shared among EC officials soon.
- ✓ A Committee will be formed to explore the possibility.
- ✓ Also shared his views on the significance of the conference for NAPA's recognition and networking as well as for the contribution to Nepalese agriculture. Significance has been detailed in the proposal.
- ✓ President briefly shared his experience of the discussion with professionals of Nepal during his recent visit to Nepal and the enthusiasm he received about organizing the conference.

2.3 Ambika Tiwari, Treasurer: Financial update, Membership drive

- ✓ Madam Treasurer also updated the financial status of NAPA as below.

NAPA Balance Sheet Summary "(As of August 2, 2016)"	
Items	Amount (US\$)
A. INCOME	
A1. Membership Fee	\$6,285.00
A2. Donation	\$2,215.74
Total A	\$8,500.74
B. EXPENSES	
501('c) Registration	\$105.00
IRS (Form 1023) Application	\$400.00
NAPA Website Domain Purchase & Hosting	\$228.43
Document Prints, stencils, Brochure	\$166.44
Bank Check Purchase & others	\$56.20
AGM Expense Total	\$264.81
Total General Expense	\$1,220.88
Paypal Fee	\$150.00
Total B	\$1,370.88
Total Balance	\$7,129.86

- ✓ Madam Treasurer updated the membership status as below.

Member Type	Number
Regular	59
Student	29
Joint	8
Life	5
Associate	0
Honorary	0
Total Member	101

- ✓ Also updated the recently formed Membership Committee to expedite the membership drive.
- ✓ President also urged EC members to bring new members at least one member by each EC Officials every month.

2.4 Ramesh Khanal, Executive Committee Member and Editor-in-Chief of NAPA Newsletter

- ✓ Editor-in-Chief reported that he has drafted a format for NAPA Newsletter.
- ✓ NAPA Newsletter includes – NAPA history, Dallas convention, financial status of NAPA, membership status, member information, goals/missions of NAPA, NAPA’s current status, jobs/scholarships/promotions, agriculture related articles and more.
- ✓ Editor-in-Chief proposed two more persons to be included in the Newsletter committee:
 - 1) Dr. Toya Baral, Editor
 - 2) Dr. Sanjya Lamsal, Editor
- ✓ EC endorsed the Editorial Board. EC also advised Editor-in-Chief to appoint other members whenever a necessary.
- ✓ The first issue of the Newsletter will be published in September, 2016. Editor-in-Chief requested all NAPA members to send their contributions to the Committee by the end of August, 2016.

2.5 Dilip Panthee, Executive Member and Lead (Chair or Editor-in-Chief?) NAPA Working Paper Series

- ✓ Panthee discussed the possibility of publishing Working Papers by NAPA as received by member (no limit in terms of numbers).
- ✓ President and Vice President suggested to form an Editorial Board (possibly members from different disciplines) and discuss further.
- ✓ Panthee will form an Editorial Board soon. The Board members will be presented at NAPA’s next meeting for approval.
- ✓ The Board will also prepare a guideline for publication. The guideline will be discussed with EC members.

2.6 Pradeep Wagle, Joint Secretary and Chair Public Media and Communication (Facebook and Twitter)

- ✓ Pradeep will be responsible for managing NAPA communication through Facebook and Twitter (he has been already working).
- ✓ EC proposed to form a Committee/team as Pradeep thinks appropriate to update NAPA activities efficiently through mass communication media. Pradeep will form the Committee and propose to EC for endorsement in the next meeting.

2.7 Lila Karki, President: NAPA By-laws, Talk session, NAPA Convention and more

- ✓ President proposed the following personnel to serve in NAPA By-laws Review Committee:
 - Dr. Narayan Khadka – Chair (North Carolina - lawyer)
 - Dr. Bishow Adhikari (Arizona)
 - Dr. Raju Pandey (EC member)
 - Dr. Toya Baral, liaison. (Dr. Baral was involved in drafting NAPA by-laws, he is proposed to be a liaison between previous By-laws Committee and the By-laws Review Committee).
 - A student member (will be identified and added). Pradeep and Lila will work on this.
 - Vice President and General Secretary will identify one member to make it five other than the liaison. EC members are welcome to propose active members willing to serve the committee.
- ✓ President proposed the following committees to promote NAPA’s objectives to serve NAPA members:
 - Kemika Bhandari, Life Member, to lead **NAPA’s Extracurricular/Sports Committee**.
 - Dinesh Pandey, a regular member to lead **NAPA’s Student Co-ordination Committee**.

- Krishna Poudel, a regular member to lead NAPA's **Entrepreneurship Development Committee**.

For these Committees, discussion is on-going and will be further discussed in the next EC meeting.

- ✓ EC meeting proposed EC members to identify other possible committees and potential members to serve NAPA. EC members are requested to provide their proposals for discussion in the next meeting.

2.8 NAPA Possible Attendance/Participation in Missouri (ANMA/NASeA) Meeting

- ✓ President mentioned that since NAPA has already been formed as an independent organization, NAPA does not have any plan to organize any event at the forthcoming ANMA/NASeA Meeting. However, he proposed if any NAPA members are attending ANMA/NASeA meeting and they want to meet and discuss about NAPA, NAPA will be certainly happy to facilitate. He also suggested any proposal.

3. AOB: Prem Bhandari

- Regular Meeting - Saturday of every month (9-10 pm ET).
- ✓ As the forthcoming first weekend is a long weekend, a proposal to hold the next regular meeting on Saturday, September 9, 2016 (9:00-10:00pm, Eastern) was endorsed by EC members.

4. Closing Remarks: Megha Parajulee

- ✓ Requesting all EC members to propose possible committees that will be instrumental to help implement NAPA plans and activities as effectively as possible, Vice President Parajulee closed today's meeting.

**Next Meeting:
Saturday, September 9, 2016 [9:00-10:00pm Eastern]**

NAPA Future Programs: NAPA 2-yr Plan (presented by President Lila B. Karki)

Plan	Lead	Corresponding NAPA objectives
Conference in Nepal	Prem Bhandari/ Lila B. Karki	Objectives 4 & 5. Foster intellectual discourse
Convention in the USA	Lila B. Karki	Objectives 4 & 5. Foster intellectual discourse (NAPA regular activity)
Publications		Objective 5. Dissemination
• Journal	Durga Poudel	
• Working Paper Series	Dilip Panthee	
• Newsletter	Ramesh Khanal	
• Research/Policy Brief	Bishow Adhikari	
• Brochure	Prem Bhandari	
Membership Drive		
• Americas	Ambika Tiwari	
• Outside Americas	Pradeep Wagle	
Webinar/Talk Session	Lila B. Karki	Objective 4. Foster intellectual discourse
Grant Writings	K P Paudel (to be requested)	Objectives 1, 2, & 6. Research
Professional Development Trainings, Discussions forums, and NAPA Contribution to Nepalese perspective such as distance course offerings	Raju Pandey	Objective 3. Capacity Building
Outstanding members recognition	Megha N Parajulee	Objective 7. Foster intellectual discourse
Institutional Collaborations	Megha N Parajulee	Objective 8. Foster intellectual discourse
• Charitable Activities/ Donations/Fund Raising	Lekh Nath Paudel	Objective 9. Charitable activities
• NAPA Experts Roster		
Wikipedia and Membership Directory	Kabindra Adhikary	Objective 5. Dissemination
Public media/Mass Communication Website, Facebook, Twitter	Pradeep Wagle/Prem Bhandari/Santosh Aryal/ Tanka Kafle	Objective 5. Dissemination
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 (pbhandari115@gmail.com) and JS (waglepradeep@gmail.com).

Thank you!