



## Association of Nepali Agricultural Professionals of Americas (NAPA 2016)

### Meeting Minutes (Fourth WC Meeting)

Saturday, February 13, 2016 (8-9pm EDT)

#### 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.

<b>Working Committee</b>	Ambika Tiwari, Anup Srivastav, Chunu Mainali , Doleswor Bhandari, Kemika Bhandari, KP Paudel, Laxmi Pant, Lekh Nath Paudel, Lila B. Karki, Megha N. Parajulee, Prakash Malla, Prem Bhandari, Ramesh C Khanal, Sweta Sharma, Toya Baral, Dilip Panthi, Pradeep Wagle
<b>Attendance</b>	Ambika Tiwari, Kemika Bhandari, Lila B. Karki, Megha N. Parajulee, Prem Bhandari, Ramesh C Khanal, Toya Baral, Dilip Panthi, Pradeep Wagle
<b>Guest</b>	
<b>Informed in absentia</b>	Anup Srivastav, KP Paudel, and Sweta Sharma (maternity)

#### Agenda:

1. Updates
2. Agenda
3. Others
4. Open Floor

1. **Updates:** The Coordinator LB Karki welcomed all WC members in the meeting and updated the status of NAPA up to February 13, 2016 as follows.

Organization: Association of Nepalese Agricultural Professionals of Americas (NAPA) – registered on January 5, 2016 in the great State of Louisiana.

By-laws: Drafted by the By-laws sub-committee and shared among WC members

Email: [napa2072@gmail.com](mailto:napa2072@gmail.com)

Facebook: [Napa Nepal - Americas](#)

Twitter: [@napa2072](#)

Website: [www.aonapa.org/](http://www.aonapa.org/) [Under Construction]

Database: Nearly 300 potential members' list has been compiled.

Bank Account: Wells Fargo

IRS Application: Being prepared for filing

## **2. Agenda 1: Organizational By-laws**

- Today's main agenda focused on the detailed discussion on the by-laws draft submitted by the by-laws draft sub-committee.
- The Coordinator led the discussion and asked for any suggestions/feedback from each WC members.

### **Point 1:**

The meeting decided replacing the following point under Article V:

*An Officer may be removed from the office by a simple majority vote (51%) of the EC members in the meeting.*

This point was replaced by:

- *In case of removal/termination subject to any misconduct/misbehavior by an Officer, the Officer in question shall be removed by a two-third majority of the EC. The decision shall be issued in writing to the accused. All EC members and NAPA general members shall be informed of this decision in writing.*

Additionally, the meeting also agreed to on including the following point:

- *In case of resignation tendered by an Officer, the President shall accept/approve or reject/disapprove the request. The decision shall be notified to the applicant, EC members and NAPA members in writing.*

**Point 2:** Regarding the concern about the membership fee (Article VII: Membership; Section ii. Types and Fees), the WC discussed and decided as follows:

- Since the WC recently approved the membership fee structure on December 19, 2015 (please refer to the minute), the WC meeting agreed to keep the fee structure unchanged. However, as the organization *per se* is dynamic and so is the by-laws, necessary revision will be left to the formal body.

**Point 3:** Suggested list of areas/disciplines to be included into the by-laws: Article III: Disciplines within the NAPA.

Decision: As the process is ongoing, the list will be updated.

**Point 4:** Regarding the comments/suggestions on the by-laws draft, all WC members are expected to send their point-by-point suggestions/comments to the by-laws sub-committee at [napa2072@gmail.com](mailto:napa2072@gmail.com).

## **3. Agenda 2: Accounts.**

Treasurer Ambika updated the bank account, PayPal and the membership status up to February 13, 2016.

- NAPA has its Business Choice account in the Wells Fargo Bank. Considering the fee, it is decided to change this account to a simple business account. Treasurer Ambika will work on this.
- NAPA PayPal account has been created. This is under testing phase. This will be linked to NAPA website soon so that members can pay fees online (through their credit/debit cards).
- So far, 10 members have been registered. Other members are requested to join immediately.
  - Ambika Tiwari
  - Lila B. Karki
  - Uma Karki
  - Kemika Bhandari
  - K P Paudel
  - Pradeep Wagle
  - Monica Ghimire
  - Prem & Usha Bhandari (check on the mail)
- Also updated the total amount up till today \$750.00.

**4. Agenda 3: A Proposal for holding the NAPA First General Assembly.**

- The Coordinator briefly shared the idea of holding a General Assembly in the near future to the WC meeting and requested Megha N. Parujulee to present a proposal.
- The proposal to hold the NAPA’s first Assembly tentatively on Saturday, May 28, 2016, in Dallas, Texas was unanimously approved.
- The meeting nominated Megha N Parajulee as the Coordinator of the proposed Assembly. Megha will prepare an outline of the program and share the preliminary program outline to the WC members in the next meeting.

**A Proposal for NAPA First General Assembly  
(Saturday, May 28, 2016)**

**Venue:**

DFW Airport Hotel and Convention Center  
4480 W. Airport Freeway  
Irving/Dallas, Texas 75062

NAPA is established as a professional organization with the intent of bringing all agriculture-related personalities in Americas who are of Nepali origin or with direct interests in Nepal’s agricultural enterprises under one umbrella. The NAPA Working Committee (WC) has progressed its establishment process rather rapidly and our registration, by-laws, website, a database for potential membership, membership application, and several components that are needed to establish a professional organization are completed or are nearing completion. Therefore, it is vitally important that the WC’s ultimate obligation of transferring the baton of this nascent organization be through the formation of an elected body via General Assembly. In this regard, I submit the following:

1. NAPA’s all necessary organizational establishment processes including IRS application submission will be completed by March.
2. While the potential member database is being developed, the bylaws and other pertinent information be shared

among the potential members electronically to make the public aware of the process.

3. Widely urge the potential members to attend the in-person gathering in Irving/Dallas, Texas during the Memorial Weekend (Saturday May 28, 2016). This gathering will have following specific agenda (subject to discussion on WC and revision):
  - a. Introduction and overview of NAPA.
  - b. Organization's visibility and funding.
  - c. Networking within the organization members as well as outside the organization with relevant interests.
  - d. Ratification of Bylaws by formally establishing the organization.
  - e. Formation of an elected body (the Executive Committee).
  - f. Develop a future (short term and long term) strategy to address stated goals of NAPA.
4. As the WC has almost completed its objectives, we should not continue the organization under WC for too long. Thus, the best approach is to take advantage of the Blood Donors of America (BDA)-Society of American-Nepali Nurses (SANN) joint convention in Irving/Dallas on May 27-29, 2016, by organizing its first independent General Assembly to transfer the leadership of this new organization to an elected body. We expect a sizeable attendance of NAPA's potential members at the BDA national convention, and it is prudent for us to utilize that venue for our first general assembly to ratify our bylaws and develop future strategies.

#### **4. Open Floor**

- As per the request from the Coordinator, Megha Parajulee closed today's meeting with his brief remarks.

**Next Meeting: Mark Your Calendar  
Saturday, March 12, 2016 (8-9pm EDT).**

#### **Note:**

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

**Thank you!**