

MINUTES OF THE DR.BAMU ALUMNI ASSOCIATION (KENYA) INAUGURAL MEETING HELD ON 8TH JULY 2017 AT REAL RESTAURANT, SITUATED AT THE KENYA MEDICAL PRACTITIONERS AND DENTISTS BOARD PREMISES.

Members present:

1. Dr.Charles Nyambuga	Steering Committee	18. John Odus
2. Emma Akinyi		19. Christiansen Opande
3. Caroline Muhando		20. Anthony Chombo
4. Lee Ngugi		21. Dr.Philip Adoyo
5. Peter Musembi		22. George Weda
6. Edwin Ngugi		23. Shem Obiero
7. Dolphina Alego		24. Joseph Mutata
8. Bridget Oballa		25. Paula Njuguna
9. Dr.Paul Musila		26. Samuel Muturi
10. Mark Mumo		27. Jolawi Obondo
11. Bernard Aderi		28. Christine Omollo
12. Humphrey Okoth		29. Jackline Matunda
13. Peter Messo		30. Marshall Consolata
14. Daniel Rakoro		31. Vera A. Okomo
15. Pamela Obonde		32. Lydia Adiya
16. George Anyim		33. Betty Amimo
17. Ombogo Attache		34. Peter Kariuki

Absent with Apologies:

1. Jack Mckenzie
2. Christine K. Gitau
3. Charles Thiong'o
4. Maxwell Ogonda
5. Tim Okello
6. Mahamud Jabane
7. Luke Kamariri
8. Hellen Machora
9. Ike Kitur
10. Beldine
11. Faraday Nyangoro
12. May Achieng
13. Fortitude
14. Bingwa Misiani
15. Emily Mulinya
16. Theresiah Mueni
17. Gracie Omondi
18. Tom Ogilla
19. Jonathan B. Oduor
20. Alice Omondi
21. Benson Kilonzo

Agenda:

- i) Arrival and registration
- ii) Lunch
- iii) Call to order
- iv) Prayer and Introductions
- v) Review and general concepts and goals of the Alumni Association
- vi) Outline of Alumni Association's functions
- vii) Identify short and long term needs
- viii) Establish projected expenditures and dues structures
- ix) Solicit areas of interest and capabilities
- x) Review and adoption of The Association's Constitution
- xi) Nomination and election of Alumni Association Office Bearers
- xii) Appointment of other committees and delegation of responsibilities
- xiii) A.O.B
- xiv) Set date, time and location for follow up meeting/launch date
- xv) Adjourn

Minute 01/02/2017**Call to Order**

After members had eaten their fill at Real Restaurant, they proceeded to the Board room whereby the MC Peter Musembi called the meeting to order at 2.30pm after establishing that quorum was formed.

Minute 02/02/2017**Prayer and Introductions**

The meeting was opened with a word of prayer by Pamela Obonde.

The MC then opened the floor for every Alumnus present to make a brief introduction of themselves.

Minute 03/02/2017**Review and general concepts and goals of the Alumni Association**

Dr.Nyambuga took the members through the broad objectives of the Alumni Association to be formed

Minute 04/02/2017**Outline of Alumni Association's functions**

Edwin then explained that the functions of the Alumni Association would be to foster the welfare of the registered members and that the elected office bearers would chart the way forward to make this a reality in the grandest way possible.

Shem Obiero pointed out the need for the various Alumni Whatsapp groups to join in to one so that we may move in one direction. He also elaborated on the need to formalize the Association with clear guidelines on its operations and organizational structure.

Minute 05/02/2017

Identify short and long term needs

Members agreed that the immediate need would be to formally register an Association and formally lodge the draft constitution once it was adopted.

Christiansen Opande was the opinion that registration of the Association with the Registrar of Societies would limit our Alumni activities and thereby proposed that members explore other avenues such as forming a company limited by guarantee that would ensure that the Association was self-regulating.

George Anyim, however, felt that there was need to minimize on the regulatory requirements for compliance usually found in companies such as The Annual Returns, MemArts, and IT2C Returns etc.

Dr.Nyambuga welcomed both ideas and rooted for the most ideal organisation that would adequately meet the aspirations of the members of the Alumni Association. He gave a practical example where the Association could register an autonomous CBO/NGO and tap in to the funding that is being made available to such organisations by various donors. The Catholic Church, for instance, was cited as currently disseminating billions of shillings to registered CBOs/NGO that have identified a particular societal need that they can assuage and of which we could tap in to.

Edwin also encouraged members to review similar entities as case studies for practical purposes and proceeded to give the example of The Automobile Association (AA) formed in 1922, which is one of the largest and wealthiest Associations in Africa with more than 100,000 members. He expounded on how they were able to incorporate a wholly owned subsidiary (AA Insurance Brokers Ltd) separate with its own BoD, to better take care of their member motorists' insurance needs.

It was agreed that the matter would be left to the Legal Sub-committee for interpretation and direction.

The other immediate need was identified as the launching of an interactive, customised website that would be an ideal forum for communication of Alumni events and also help members register for various activities such as Mentorship, Seminar facilitation, volunteering, community service and also registration of new members.

Pamela Obonde proposed that the Association establishes a Benevolent fund to cater for life eventualities as had been recently witnessed in our various Whatsapp groups and Bernard Aderi, who works in the Insurance Sector, suggested that the association takes up a corporate Benevolent insurance where only registered members will be covered. Shem Obiero welcomed the idea but observed that it would be more suitable once we had stabilized as an association and membership fee updated.

Bernard was in agreement and proceeded to tip members on a novel *Last Expense Insurance* cover that one can take for their loved ones (especially aged parents) where the premium is as low as 2,000/- p.a and the insurance sum claimable is 100,000/-.

Moving on, members agreed that the long term projects would be presented and implemented by the appointed heads of the various sub-committees in tandem with the vision of the Executive Committee.

Minute 06/02/2017

Establish projected expenditures and dues structures

Since members were in agreement of the need to formally register the Association, the legal subcommittee was tasked to research on the relevant registration modalities to have the Association up and running in the shortest time possible.

The Technical subcommittee would also be tasked with sourcing for an affordable and excellent web designer to assist in the web designing and hosting. Bids would be reviewed at the subcommittee and the Executive Committee level.

Regarding the website launch, Emma Akinyi appealed to members to bring their talents and gifts to the Association and not to stand aside when they can be of assistance.

Various channels of fund raising e.g. Membership subscription, Class funds, Dinners, Endowment fund, Goat eating, Donations etc. were discussed, and the substantive Treasurer, in conjunction with the Finance Subcommittee, would determine and advise the Executive Committee on the appropriate channel from time to time-This subcommittee would also serve a critical role should the Association decide to incorporate a separate investment company to meet other member objectives.

Minute 07/02/2017

Solicit areas of interest and capabilities

The ultimate goal of the Association would be to become the founder member of the umbrella Association Alumni of Indian Universities.

Members were therefore encouraged to spread the word to Alumni of other Indian universities to formalize and get on board and also sacrifice their time, resources and skills towards growing and empowering the Alumni Association.

Members also agreed to look in to areas of interest to the Association in future e.g. engaging the Asian community here in Kenya for a symbiotic relationship as they could offer employment to some of our struggling and very competent Alumni.

Minute 08/02/2017

Review and adoption of The Association's Constitution

It was reported that the Draft Alumni Association Constitution had been prepared by the Subcommittee on Constitution Review which was part of the Steering Committee, comprising of three members, Bridget Oballa, Edwin Ngugi and Jack McKenzie.

Members having confirmed that they had been provided ample time to review the Draft Alumni Association Constitution before the meeting, were taken through the Draft clause by clause and amendments arrived at by way of member deliberation noted.

The highlight was the resolution on **Membership (Clause 3)** which members unanimously passed that every Alumnus shall pay the Treasurer a one-time registration fee of 500/- and an Annual Membership Subscription fee of 2,000/- for Ordinary and Honorary Members, and 4,000/- for each Office Bearer within 30 days of every AGM. The other category was on *Life Membership* whose aim is to encourage members doing quite well to support the Association's activities by paying a one-time membership fee as follows: Gold member 50,000/-, Silver member 30,000/-, Bronze 10,000/-). Members, however, agreed that there was no upper limit as to how much a member may be willing to pay.

Going forward, Bridget Oballa emphasised on the need for unity of purpose, citing a study that showed that associations with more than twenty members (20) do not succeed as a result of lack of harmony either due to lack of properly articulated goals by the office bearers or simply stubbornness from individual members. Members were therefore encouraged not to play small with their brilliance and to bring their best *game* to the Association.

The constitution was adopted with amendments and shall be the official constitution of the Alumni Association once it is formally registered.

Minute 09/02/2017

Nomination and election of Alumni Association Office Bearers

The office bearers were elected by way of acclamation to serve until the next AGM, whereby the appointed Election Committee then shall follow the stipulated election procedure as espoused in the Alumni Association's Constitution.

The Alumni elected to serve in the Executive Committee are:

- a) The Chairman – Dr.Charles Nyambuga
- b) The Vice-Chairperson – Emma Ochieng
- c) Treasurer – Carolyne Muhando
- d) Assistant Treasurer – Peter Musembi
- e) Secretary General – Edwin Ngugi
- f) Asst.Secretary General - Peter Messo
- g) Organising Secretary – Dr.Paul Musila
- h) Member – Jackline Nyaboke

- i) Member – Bridget Oballa

The members so elected were physically present during the meeting and all accepted their appointments and to serve diligently for the duration of their tenure.

Minute 10/02/2017

Appointment of other committees and delegation of responsibilities

The following Alumni were also appointed to serve in the respective Subcommittees and to discharge specific tasks as directed by the Executive Committee:

1. Legal Committee

- i) Christiansen Opande
- ii) Anthony Chombo
- iii) Lydia Adiya

2. Finance Committee

- i) Carolyne Muhando
- ii) Humphrey Okoth
- iii) Peter Musembi

3. Technical Committee

- i) Pamela Obonde
- ii) Dr.Philip Adoyo
- iii) Jolawi Obondo

4. The Awards Committee

- i) Lee Ngugi
- ii) Joseph Mutata
- iii) Vera Okomo

These appointments were ratified by The Executive Committee (electronically) after the meeting for them to meet the relevant proviso in the constitution.

The Legal Committee headed by Christiansen Opande was tasked with determining the appropriate legislature to register our association and report to the Executive Committee at the earliest opportunity.

The Technical Committee headed by Pamela Obondo was tasked with coming up with modalities on how to implement The Benevolent Fund. Members agreed that the fund would pre-empt the fatigue that can be

brought about by frequent requests for contributions and would only be limited to the individual member, their nucleus family and probably their parents, if still alive.

Minute 11/02/2017

AOB

- Daniel Rakoro informed members that there were plans to visit Aurangabad, MS India later in the year on 11th of November upon invitation by the Christian Fellowship Church to commemorate their 25 years in evangelism. He welcomed members who were interested to contact him for details on travel arrangements.
- Dolphina Alego gave a vote of thanks and commended every one for their participation and urged members to continue supporting the Executive Committee just as they had stood with the Steering Committee in the discharge of their duties
- The MC.Peter Musembi announced that there was still plenty of food and tea available at the Restaurant for members to indulge as they depart.

Minute 12/02/2017

Adjourn

The Chairman-elect, Dr.Charles Nyambuga assured members that his Executive Committee will be practical and will engage all Alumni along the way as we aspire to grow together.

He further assured members that this would not amount to a false start as previous attempts to formalise the Association have proven to be, and directed that further communication regarding the venue and time for the launch date would be communicated as soon as the short term goals were met.

There being no other business, the meeting was adjourned at 5.10 pm following a word of prayer by Shem Obiero.

Name: <u>Dr Charles Nyambuga</u>	Date: <u>9/6/18</u>	Signed: <u>[Signature]</u>
Name: <u>Carol Murewaho</u>	Date: <u>9/6/18</u>	Signed: <u>[Signature]</u>
Name: <u>Edwin Ngunjiri</u>	Date: <u>29/06/18</u>	Signed: <u>[Signature]</u>