**West Des Moines Public Library - 1/26/2016 6:30 PM to 08:30 PM**

**Attendance**

Madan Thapa

Pujan Lama

Sarvendra Agrahari

Bikal Adhikari (On Conference)

Ajay Bhattarai (On Conference)

Sanjay Shrestha

Sanjita Pradhan (On Conference)

Krishna Pandit (On Conference)

Sachet Upadhya (On Conference)

Aabristi Khadka (On Conference)

Pradip Sthapit

Roshan Pradhan

**Agenda**

Meet and Greet Event

Asian Festivals

Tax Returns

Earthquake Funds

Kids Robotics

Donation Collection

Table Tennis Tournament

**Discussions**

Meet and Greet Event: New Year Social - Should make this as a tradition.

Adult - 5

Family Max - 10

Refreshments available.

INA cover the hall and misc expenses if necessary. (100- 150) .

If we don't see enough participation, postpone the event for another appropriate time.

Find the proper method for the funds expenditure for tax information. Pradip to create a standard procedure.

Asian Festivals:

We have created a tentative team and a pool of resources .

Can provide general Invitation to Mr. Ajit Kumar Shah (Janakpur Art & Craft) to promote Mithila Arts upon INA boards approval.

Tax Returns -

Discuss with the Tax Professional on 1/27/2016 on Wednesday . Bikal and Pujan

Do some homework for Tax returns

Earthquake Relief Distribution:

We need to organize another meeting around mid feb. Discuss the options with the new circumstances..

Kids Robotics - First class in three days (8 Classes) . Send Email to group

Approach Monsanto for Donation for Robotics for STEM. Discuss and plan about the expenses

Donation - Planning to do a cash donation to the family after consolidating the collected funds.

Table Tennis - Another separate meeting to be organized to discuss this.

**Action Items:**

* Send Evite for Meet and Greet - Madan
* Create a standard template/ protocol for funds expenditure for INA - Pradip
* Tax Returns - Review the Tax Return form. Bikal and Pujan to meet tax advisor
* Kids Robotics - Send an email to community inviting participants - Sanjay
* Table Tennis - Organize a separate meeting - Sanjay
* Earthquake Relief - Provide some information on Meet and Greet. Plan on meeting around mid Feb

**Prepared By**

Madan Thapa

**Reviewed \ Edited By**

Sanjay Shrestha