

NMDHR'S ANNUAL GENERAL MEETING

DECEMBER 22, 2017

Introduction:

1. **Opening Prayer:** The meeting started with individual silent prayers followed by the reading of the meeting's agenda done by the Acting National Coordinator. Mr. Abdul K Habib. After clearly reading the meeting's agenda for all to hear, he asked for amendments of few items and endorsement of the said agenda to be considered for discussion. As a result, Melvin Sharty and Elizabeth Yombo raised hands in motion to accept the said agenda be used for NMDHR's 2017 End of Year Meeting.

2. **Welcome Address:** For the year in review, the meeting progressed with a Welcome address by Mr. Habib. In his remarks, he welcomed the new year with hope and optimism adding that 2017 has been a rewarding but a challenging year especially with the departure of the former National Coordinator which resulted to a change in NMDHR's management where the Board Members had to take swift action in order to ensure the organization is being managed under a committed and strategic leadership for when (Mr. Habib) was appointed to serve in the capacity of acting National Coordinator whilst Mr. Nabieu Kamara to act in the capacity of Acting Programs Manager respectively. He also reiterated that NMDHR has always had a challenge with the Finance Manager's continuous absence from office. He also suggested that the Finance Assistance to be trained on Donor Budget Reporting in case the Finance Manager is not around. He gave instances of where he had to move out of the office seeking help from colleagues at NEW on critical financial problems. In another development, he welcomed Melvin Sharty from his participation on the Community Solutions Program in the U.S and appreciated everyone for attending the 2017 end of year meeting. However, the meeting continued with updates from various departments.

3. **UPDATES FROM DEPARTMENTS**
 - **ADMIN:** The Admin Secretary; in the personality of MS. Eva Mansaray was given opportunity to provide updates on the Admin department operations. In her statement, she was more thankful for the permission granted her by NMDHR to take a study leave. However, much was not said concerning Admin Department over the years.
 - **FINANCE DEPARTMENT:** Mr. J.D.A Rogers clearly gave a summarized report and updates on his departments operations for the year in review sharing on issues concerning

limited funding as the organization is being presently managed by a single project (OSIWA's funded project). However, he apologized for not reading out the 2017 financial Reports due to reasons unavoidable but promised to do that in the future. As a result, few people gave their option Mr. Habib strongly encouraged. The Finance Department Manager to be always prepared and give a comprehensive financial report to meetings. According to he will help the organization to know their current financial status. Melvin Sharty also suggested for the finance Department to work with recent technological tools in a bid to ease their work. He added that the use of Google Drive, Prezi etc. provide quick organizing, recording, keeping and tracking financial reports. Most amazing, the Finance Dept. surprised everyone with light refreshment after

- **PROJECTS OFFICER:** For the year under review, Melvin Sharty was the first to give his reports on NMDHR's projects in 2017. Adding that the organization has operated the OSIWA's Community Monitoring for Accountable and Effective Service Delivery in The Health Sector since 2016. The project made outstanding progress in the areas of organizing trainings for community Stakeholders, in Kailahun. He also laid emphasis on the successful completion of OSIWA's Narrative Reports done by him and Nabieu Kamara and commented on the efforts everyone made to ensure the reports both Financial and Narrative were completed on time. Moreover, The Acting Programs Manager; Nabieu Kamara also shared his views and made some remarks on his experience gained whilst working on the OSIWA project in Kailahun taking note of the poor road network that connect to Kailahun. He recounted a situation where he got an accident with a motor bike on their journey to the field in Kailahun. He added that the project is progressing as planned and hope for a need to extend the project by next year with OSIWA.
- **NATIONAL COORDINATOR:** The acting National Coordinator ; in the personality of Mr. Abdul K. Habib started off by thanking everyone for their reports while reminding all and sundry that NMDHR has always been a voluntary based organization where everyone is accepted and promoted based on hard work and humility. He added that Elizabeth came previously as volunteer but now she is a full paid staff. He promised all that if NMDHR is running on multiple projects everyone will be on a pay list. He lamented that "Humans are Dynamic and that things are always changing" and said Humans should be opened to progress and he wishes for every member of his staff to grow and progress. He further said, the departure of Mr. James was not a coincidence and appointment of Mr. Nabieu Kamara board as program manager and Mr. Abdul Karim Habib as acting National Coordinator. In terms of Projects and Partnerships, Mr. Habib reported that despite the challenges and strive he's making, there has been progress in terms of seeking partnerships. He informed all present that as acting National Coordinator, the Programs Department has submitted Proposals to National Endowment for Democracy

(NED), AUSTRALIAN AID, and National Commission for Democracy (NCD)-Signing MOU, and UNDEF. He expressed optimism that the current OSIWA project to be expanded on adding LEGAL ISSUES to the Free Health Care Projects in Kailahun with possibility of partnering with other CSOs in Kailahun. He informed all about the meeting to be held with OSIWA's Staffs by January 15 2018 to further discuss the Legal Empowerment Framework that will be added on the present project. He further reminded us that since the last Audit report which was done in 2014, none has been conducted to this moment. He encouraged the Finance. Manager to ensure next year's Audit Report is being done especially on the current OSIWA project adding that it will give room for accountability, transparency and strengthening relationship with donors.

- **BRIEFING FROM MELVIN SHARTY:** Melvin gave a brief report on his professional development, his work with Men bold Stop Rape in Washington D.C and participation in the Community Solutions Program. He started by thanking Mr. Habib for granting the opportunity to apply for the program. He spoke about the achievements he made and different opportunities where he was selected as one of the 35 emerging leaders to participate in the Presidential Precinct in Virginia. He also spoke about his meeting with Hilary Clinton and his excellent performance in the CSP program. He informed all that this year 2018, a Human Right Journalist from Palestine will be coming to Sierra Leone to work with NMDHR promoting mutual exchange and partnership between Sierra Leone and Palestine. In summary, he advised all to stay committed and work for the benefit of NMDHR.
- **A.O.B SESSION:** In this session lot of issues came up including but not limited to;
 - The Acting National Coordinator advised the Admin Officer to be committed and serious about her work and always be willing to ask question in case there is a need
 - Mr. Habib also brought up the issues of two interns from F.B.C who started their internship few months in 2017 and later applied for voluntary status. However, he added that the two volunteers stopped coming to office without any prior notice as to why they are not coming to office.
 - The Finance Assistant; Elizabeth
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 - Requested for the Admin to take charge of her administrative duties. She complained that she has been doing most of the Admin's responsibilities but warned that by 2018 she will be starting classes to further her studies.
 - Jane Taylor and Abu bakarr Dumbuya thanked NMDHR for the good work and thrive everyone made in 2017.
 - Mr. Rogers announced that he been approved as an agent by The Niagara College in Canada and will be doing direct recruitment for students in Sierra Leone who wished to

study at the College. He expressed optimism that NMDHR will soon have an office in BO city and he's working to ensure that is materialized.

- Eventually, the meeting ended with refreshment and Management Meeting was agreed to be held on Thursday 11th January, 2018. IN ATTENDANCE WERE;

ABDUL K HABIB		
JAMES D. ROGERS		
MELVIN SHARTY		
ELIZABETH YOMBO		
ABU BAKARR DUMBUYA		
NABIEU KAMARA		
JANE TAYLOR		
EVA MANSARAY		

MINUTES TAKEN BY EVA MANSARAY

ADMIN SEC





