**MINUTES FOR COMMITTEE MEETING HELD ON 12TH MARCH 2019 AT THE OFFICE BOARDROOM**

MEMBERS PRESENT

1. Elizabeth Shyamalla Chairperson
2. Jamin Lumiti Secretary
3. Jaune Achesa Member
4. Hellen Mackenzie Member
5. Bernard Shitiabayi Member
6. Adelaide Mbuya Member
7. Faith Gitira Member
8. Masakha Trenk FAM

ABSENT WITHOUT APOLOGY

1. Dorcas Rono Member

IN ATTENDANCE

1. Hon. Justus Kizito MP
2. Levi Ahindukha Projects Coordinator
3. Julius Shimeme Constituency Office Manager

AGENDA

1. Opening prayer/Preliminaries
2. Reading of previous Minutes and matters arising
3. Office rent
4. Projects proposal for 2018/19
5. AOB

**MIN1/12/3/2019: OPENING PRAYERS AND PRELIMINARIES**: The meeting commenced with a word of prayer from Hellen Mackenzie at 10.22 a.m.

The Chairperson welcomed members to the meeting and wished for fruitful deliberation.

**MIN2/12/3/2019: READING OF PREVIOUS MINUTES AND MATTERS ARISING:** The minutes for the previous meeting were read by the Secretary and proposed by Hellen Mackenzie and seconded by Adelaide Mbuya as true reflection of the proceedings

**MIN3/12/3/2019: 201/19 BURSARY ALLOCATION AND AWARD:** The meeting was informed that the Bursary application forms issued to the applicants and returned was in excess of 5,000 as opposed to the expected 3,000 by the committee.

After lengthy deliberation, the committee resolved to award the bursary as follows:

* Day scholars; between kshs 2,500 and kshs 3,000
* Boarders, Colleges, and Universities; kshs 6,500 and above

**MIN4/12/3/2019: RENT:** The committee discussed once more the outstanding rent payable to the landlord, and resolved that authority to pay rent be sought from the NGCDF Board and also get authority to build a new office for the constituency, which is hereby listed as a project in the proposals for 2018/19.

**MIN5/12/3/2019: PROJECTS PROPOSAL FOR 2018/19:** The members deliberated on the proposals and were unanimous that they were to commence with all the stalled and on-going projects as directed by the NGCDF Board. The approved list is as shown on attached list.

MIN6/12/3/2019: AOB: There being no any other business the meeting ended with a word of prayer from Hellen Mackenzie at 14.40 pm

Signed

Elizabeth Shyamalla Jamin Lumiti

**Chairperson** **Secretary**