Members present

1. Esther Mwamure -------DCC
2. Caren Jeruto-------------FAM
3. Dr. Phillip Chumo-----CHAIR
4. Paul Sang---------------SEC
5. Sandra J.Sego
6. charity Biwott
7. Agnes kiplagat
8. Harrison Kipng’oswa
9. Jonathan Barkutwo
10. Jeremiah Kiplagat

Agenda

1. Preliminaries and confirmation of previous meeting minutes.
2. Disbursements of outstanding payments to projects.
3. Disbursement of Bursaries
4. 2016/2017 work plan.
5. Procurement of desks
6. Environment-procurement of water tanks
7. Sports-procurements of sports equipments
8. 1st quarter Monitoring and evaluation.

**MIN1 5/09/16 PRELIMINARIES AND CONFIRMATION OF PREVIOUS MEETING MINUTES**

The meeting started with a word of prayer by charity Biwott. Chair welcomed the members an asked the secretary to read through the previous minutes.

Matters arising from previous minutes

* Reallocation & resubmission of unspent funds the letter has been forwarded to NGCDFB.

**MIN1 5/09/16 DISBURSEMENTS OF OUTSTANDING PAYMENTS TO PROJECT**

FAM reported that we have received all the funds for 2015/2016financial year except for the projects which were approved by board– that is chepkorio multipurpose farmers store kshs 2,000,000 and Audit fee kshs 500,000. The amount received is kshs 54,516,716 and the A.I.E of the same has been received.

Members approved disbursement of all outstanding payments to projects as follows:

**MIN3 5/09/16 DISBURSEMENTS OF BURSARIES**

Members approved payments ksh 18,477,770 of bursaries to special schools, secondary schools and institution of higher learning. They also resolved to used ksh 2,504,179 allocated to mocks and continuous assessments to bursaries this is due to the directive from ministry of education that no mocks should be administered during third term.

**MIN4 5/09/16 2016/2017 WORK PLAN.**

**MIN5 5/09/16 PROCUREMENT OF DESKS**

Members resolved to use request for quotations to procure the desks for the various schools identified.

After doing a market survey of various makes of desks members agreed to procure desks with metal stand with a double lockable locker made of timber. The market price is between ksh 4,500 to 5,000.

**MIN5 5/09/16 ENVIRONMENT- PROCUREMENT OF TANKS**

Members resolved to use request for quotations to procure5,000 litres plastic water tanks for the various schools institutions.

**MIN5 5/09/16 SPORTS- PROCUREMENT OF SPORTS EQUIPMENTS**