AGENDA

I SEcretarial briefing

2.Finance.

3. Equipment.

4. State of unit work.

5.General.

Secretarial briefing

The briefing mainly focussed on the past budget proposals to CUSO and NORAD. concernig the latter, strict considerations on the items proposed has to be observed. The Executive would meet units to discuss the equipment in the budget proposals. UNder CUSO, the executive has to write a report and submit it to them.

FInance

our balance in the Medu general account is P3,595.09

we have recieved the amount of P2,181.37 from the AID % DEVELOPMENT DIVISION of the NATIONAL COUNCIL of CHURCHES in NEW ZEALAND a letter has been written to the donors thanking them for helping us.

P&R unit is owed money for the typewriter. Secretary has been mandated to see Patrick about the typewriter to be bought.

Gaborone Printers is owed PI466.84 for Serotes book. the executive feels that P&R unit should purchase the typewriter only and the balance left from their budget must pay the Printers. P&R initiatives would be assessed on this subject of Serotes book. we request one member of the P&R to handle this.

Equipment

the executive is to see all units about the equipment to be bought:

chairman: Thotography & Graphics & Film units.

Treasurer: Theatre unit.

Secretary: PoR.

Medu kombies: bz 9095 is used by the Chairman. the car needs service, money needed to buy parts for self servicing.

BZ 233 the kombie has to be shared by all units for their activities. It has been serviced recently.

STATEOf Unit Work

F&R meeting on thursday 7/Io/82

Photography unit met minutes wanted.

raphics unit to report on training programme and recruitment.

Film unit training report and project to be under taken.
Theatre unit had a meeting traing programme has resumed, Shades of change is on.

ENGRAL

executive to meet once in a fortnight (mondays)

EDU cannot afford to run an office because we have no money the only way out

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