

## Minutes of the Meeting held on 12th May, 2009 at Starbucks Central, Zurich

Attendees: Baiju John, Vatsal Butala, Vishakha Rajput, Shyam C, Kirtimalini Gadre, Indranil Bhattacharya, Akshata Kumta

Sr. No.	Particulars	Who	When
1	AR and Zuriodyay to be printed		
	AR 100 copies & ZO 30 copies all in Black and White	Shyam C	
	Handover of all Asha Material to Kirti	Shyam C	asap
2	Acknowledgment letters to be send to Donors	Kirti & Akshata	20th May
3	Volunteers Listing on Commies to be verified and completed	Akshata	23rd May
4	Cooking @ Tezet	Kirtimalini	15th May
5	12th June 09 Weltmarkt	Deepa	
	Kitchen is booked already Deepa already has sent the minutes of the last volunteers meet, once back she will update		
6	Kirti to resend email to Shyam on External Disco Planning, Shyam to Coordinate	Shyam	
7	Proposed Project Reporting Format by Vishakha		
	Finalised Reporting Format to be followed by both projects For consistency	Vishakha & Deepa	15th May
	Proposed Budget of Dhule project 09-10 to be sent by Sheeba	Sheeba	asap
	Consistency in the Project figures against the reported ones on the website, to be taken up by Proj Coord and notify changes to the website developer	Vishakha & Deepa	9th June
8	Taking up New Project		
	Kirti introduced 'Chhatisgarh Ashram Shala' to the group, she will circulate a pre-read presentation before presenting next meeting	Kirti	9th June
9	Ideation of 'Sponsor A Child'	Kirti & Proj Coords	
	Concept Development and Inclusion in Publicity and Pamphlets (Note: Donors are always interested in such initiatives)		
10	Publicity Pamphlets Revamping/Re-energising for ASHA Zurich	Shyam & Akshata	9th June
11	Initiation of Call-back of Money accidently transferred twice towards Akshardeep in month of April 09	Kirti	whenever complete