**MINUTES OF GAMCHIX MEETING**

**VENUE: ISOC GAMBIA OFFICE (Tango Building Fajara M Section)**

**DATE: SUNDAY 26th NOVE~~R~~MBER 2017**

**TIME: 5PM**

**ATTENDANCE:**

1. **AUNTY ANNA**
2. **SUNN FAYE**
3. **ALAGIE CEESAY**
4. **AISHA HAMID**
5. **ADAMA CEESAY**
6. **ESTHER KING**
7. **MARIAMA TUNKARA**
8. **OUMIE SAINE**
9. **AJI ALIMA JAH**
10. **AWA CEESAY**
11. **MARIE ELLEN**
12. **FATOU SENGHORE**

**AGENDA**

1. Officially welcome our new sisters (who participated in the Inforum) to the group.
2. Discuss the Inforum experience and problems encountered.
3. Discuss and adopt the GAMCHIX Constitution.
4. Brainstorm on new programs and knowledge sharing methods after the Inforum.
5. AOB
6. **WELCOMING REMARKS**

The meeting started with usual opening prayer. The Facilitator for GAMCHIX, Esther king welcomed all members for another session of the GAMCHIX meeting. She has emphasized the low turnout of attendance due to some reasons.

1. **INFORUM**

* The Inforum has finally reached to an end. There was an additional time frame of one week which was extended after the deadline. Some of the members were able to finish the course on time but some have not completed due to tight schedules and other engagements.

The extension of the Inforum will end this Saturday (2ndDec 2017) or else it will never come to an end and those who haven`t completed must try to do so.

Arrangements will be made for it to be provided to participants to allow them to practice on their own. Mr. Ceesay to confirm with Kevin about this.

* According to Aunty Anna, She has emphasized the need to practice and dedicate time for this trainings, as more courses would be unfold in our subsequent developments.
* Mr. Ceesay have also recommended the GAMCHIX members to grab up these opportunities and utilized the resources to boost up our skills-set in these technical areas.

1. **GAMCHIX CONSTITUTION**

As part of the discussions, the constitution has been highlighted under review, some key areas that needs some adjustment are as follows:

* Nomination of two members to serve in the Advisory Board **(Aunty Beran & Aunty Anna)**

Mr. Ceesay to contact and inform Aunty Beran Gillen.

* The organization structure to be revised (Elimination of sub committees under the Programs and activities coordinator (page 7 of the GAMCHIX Constitution).
* The bullet points should be edited and replace with Numbers and sections for easy referencing.
* Programs and activity coordinator, Training coordinator, mentorship coordinator, internship coordinator to be removed (page 12).
* ISOC office have been kind enough to allow us to share their address, therefore our temporal address is now **ISOC office| Fajara “M” Section| Tango Building** until further notice

1. **WAY FORWARD AFTER THE INFORUM**

* The facilitator has made mention of the different tasks which were assigned to the respective individuals to provide a feedback.

1. the Gamchix website (Aisha and Team to work on this and have something ready by the next meeting)
2. Logo Design (Completed and Adopted)

* She kindly urged everyone to come up with an activity plan to engag~~e~~ on as a way forward towards the development of GAMCHIX.
* Training Activities in our next meeting.

We should come up with a calendar of realistic activities for the year 2018

1. **AOB**

* **ELECTION OF EXECUTIVES**

According to the facilitator, the executive body should be formalized to occupy in the different Executive posts. Members are urged to prepare for the voting and election of the executive body in our next meeting. To this effect, active members are needed in the various Executive posts.

We already chose members for these positions, however it was agreed that we formally vote again. We can choose to maintain the people who were previously selected provided they are willing and highly motivated.

Positions are as follows:

1. Chairperson
2. Vice Chairperson
3. Secretary
4. Treasurer
5. Public Relations Officer
6. Programs and Activities Coordinator

A separate email will be sent with regards to this.

* **OPENING OF AN ACCOUNT**

Registration and opening of an account; Miss Emily has been selected to facilitate the opening of the account by providing us the necessary credentials GAMCHIX have to tender before opening an account.

Mr. Ceesay to help with gathering necessary information on this. Should be open as soon as possible that way the monthly contributions can be deposited.

* **MONTHLY CONTRIBUTION**

Monthly contribution has been effected this month; **26th** **November 2017**. Notwithstanding, pending contribution for only month of **July 2017** should completed on or before the next meeting.

* **FUTURE COLLABORATIONS**

We should engage with sister organizations (Techchix from Tanzania, Senchix from Senegal and local ICT related groups etc.)

The meeting finally ended with a closing prayer.

**The Next Meeting is scheduled to take place on 17th December 2017.**

It was agreed that meetings will be held at the end of every month.

**SIGNED BY:**

**OUMIE SAINE**