

## The Cameroon Goodwill Association of Montreal

### **A. Mode of operation for improved service delivery, accountability and transparency**

1. All financial statements from the bank shall be circulated to members during monthly meetings
2. Issue receipts for all payments made to Goodwill. Valid receipts must bear the signature of the Fin. Sec. or Treasurer
3. Individual and general financial updates provided during monthly meetings plus quarterly independent audits
4. All deposits must be made into Goodwill's account not later than 48 hours following the date of the meeting.
5. All reimbursements shall be made by checks upon presentation of original purchase receipts.
6. All items for sale, such as tickets, must carry serial numbers
7. Members may request a print out of financial transaction between bank statements.
8. Ensure timely and efficient communication to members; address issues, ideas, and facts rather than emotions
9. Collaborate with other sister associations within and out of Goodwill
10. Savings and interest thereof must be paid through checks at the annual general assembly meeting
11. Interest on loans shall be maintained at 2% per month and savings will attract a prorated 4% APR.

### **B. Executive assignment**

<b>Name</b>	<b>Assignments</b>
Fidelis/Wilson	Registration with LaSalle City, update mailing list, CEGEP visit to English Cameroon and forms
Aloysius/Lysly	Group Insurance Policy and Women Forum
Pius/Fidelis	Charity number
Alain/Stephen	Musical Set
Emmanuel and Prudence	Outreach and benevolent service

**C. Proposal on special organs to facilitate integration, progress and visibility**

<b>Organ</b>	<b>Reflection committee</b>	<b>Activities</b>	<b>Expectation</b>
<b>Goodwill Immigrants Integration Service</b>	Johnson Ngala (chair) Walter Tita Denis Alem Jules Komguez Nankam Florence	Provide practical information (tips general advice on issues such Refugee Board, asylum application, education/training, employment, funding, etc	Locate and invite resource persons, organize working sessions as need arises and hold meetings with those in need.
<b>Goodwill Women Forum</b>	Berri Nsame (chair) Jacobine Caren Ayah Rosaline Takang Itambi Patricia	Various	Coordinate Goodwill Women for effective visibility
<b>Hall Project</b>	Paul Ayah (Chair) Eveline Ibeagha Naya Ngala Tah Techoro	Review the project vis-à-vis Goodwill's financial resources and credit worthiness	Financial plan and time line

**N/B. Each reflection committee is expected to present a proposal, latest March meeting, for adoption by the General Assembly. After which a reported is expected once in three month.**

**D. Events**

<b>Event</b>	<b>Date</b>	<b>Activities</b>	<b>Comments</b>	<b>Reflection Committee</b>
Women's Day	Saturday March 8	Seminar	Guest speakers and presentations	Berri Nsame (chair) Claire Komguez Georgia Neba
Mother's Day	Saturday May 10	Party	Tickets, venue & sub committees announced by March Meeting Usual monthly contribution Tickets \$10 adv, \$15 at door	Caren Ayah (Chair) Macalister Usongo Seko Albert Karen Najeme
International day of the Child	Sunday June 1	Various relaxing activities for Goodwill Kids	Activities could last for 4 hours after church	Naya Ngala (chair) Usongo Valentine
5 <sup>th</sup> Anniversary celebration	July 19 to August 17	Goodwill tournament Picnic Excursion Cultural evening Anniversary Gala BBQ	Tickets, venue & sub committees announced by June Meeting Usual monthly contribution Tickets \$15 adv, \$20 at door	Jules Komguez (chair) Peter Fossungu Tah Techoro Margaret Egbe Berri Nsame President of Goodwill FC Presidents of cultural associations
Children Christmas Party	Saturday Dec. 20	Various	Program, budget and hall ready by November meeting	Rosaline Takang (chair) Phylis Ndongkeu Belta Anung
End-of-Year Party	Saturday Dec. 27	Party, Installation of New Exco	Tickets, venue & sub committees announced by October Meeting Members contribution \$15 Tickets \$10 adv, \$15 at door	Walter Tita (chair) Levis Cheussom Jules Komguez Magnus Ajong

### E. Proposed calendar of activities for 2008

<b>Month/Date</b>	<b>Activity</b>	<b>Observation</b>
January 12	<b>Thematic meeting</b>	
February 9	Ordinary meeting	
March 8 (Women Day)	Ordinary meeting	Integration challenges of immigrant women in the Canadian Society: Institutional issues and coping strategies.
April 12	<b>Thematic meeting</b>	
May 10	<b>Mother's Day party</b>	No meeting
June 1	<b>International day of the Child</b>	Relaxing activities for Goodwill Kids
June 14	Ordinary meeting	
July 12	<b>Thematic meeting</b>	Presentation. Soft landing and Integration tips
July 20	<b>Picnic</b>	
July 26	<b>Cultural Evening/presentation</b>	
August 9	Anniversary Gala	No meeting
August 17	<b>Goodwill BBQ</b>	
September 13	Ordinary meeting	
October 11	<b>Thematic meeting</b>	Presentation. Leadership: ethics and principles
November 8	Ordinary meeting	
December 13	<b>Annual meeting</b>	Presentation of reports and Elections
December 20	Children Xmas party	
December 27	End-of-Year Party	