

Millenium Challenge Account- Belize

Meeting Minutes

October 15th, 2024

10:00 am

1. Calling of Meeting to Order:

The regular meeting was called to order by Mr. Joseph Waight at 10:00 am at the Atlantic Bank Tower Building, Belize City/ The meeting was duly noticed on October 8th, 2024, with the agenda and relevant materials distributed to all members per MCA by laws.

2. Roll Call

The following members were present at the meeting:

- **Dr. John Wingle** who is the Resident Country Director and MCC Observer.
- **Mr. Joseph Waight** is the Financial Secretary of Belize and is a voting member of the Board.
- **Mr. Carlos Pol** is the Acting Chief Executive Officer of the Ministry responsible for Economic Development and is a voting member of the Board.
- **Mr. Jose Urbina** is the Chief Executive Officer of the Ministry responsible for Energy and is a voting member of the Board.
- **Mrs. Dian Maheia-Castillo** is the Chief Executive Officer of the Ministry responsible for Education and is also a voting Member of the Board.
- **Ms. Katherine Meighan** is a member of the Belize Chamber of Commerce and Industry and is also a voting member.
- **Mrs. Nadia Caliz** is the president of the Belize National Teacher's Union and is a voting member of the Board.
- **Mrs. Kareesh Archer** is a member of Autism Belize which has been identified as an academic and educational organization and is a non-voting member of the Board.

The following members of the Board sends their apologies:

- **Mrs. Adele Catzim- Sanchez** is the Chief Executive Officer of the Ministry responsible for human development and is a non-voting member of the Board.
- **Mrs. Maria Zabaneh** is a member of the Grant Aided Managing Authority of Schools (GAMAS) which has been identified as a civil society and is a voting member of the Board.

3. Approval of Agenda

Mr. Joseph Waight has moved for the agenda to be adopted. Ms. Katherine Meighan has approved the adoption of the agenda

4. Slideshow for Board Orientation

Dr. John Wingle provided a PowerPoint presentation discussing the roles and responsibilities of MCA-Belize as an entity and duties of the MCA-Belize board members.

5. Adoption of MCA-Belize Bylaws

Mr. Joseph Waight moved adoption of a resolution which after debate was adopted as follows: **RESOLVED**, that the Board hereby approves and adopts the MCA-Belize by laws in the form attached to this Resolution.”

The resolution was met with unanimous consent by voting members of the Board.

6. Selection of Executive Director and Adoption of Contract

Mr. Joseph Waight moved “that Dr. Maria Mahler Bouloy be appointed as the Executive Director of MCA- Belize and that she is paid a salary of \$14, 602 BZD per month.

The motion was debated among members of the Board

Mrs. Nadia Caliz, representative of Belize National Teacher’s Union expressed the intention of being included in the employment process and not only the approval of appointment of Dr. Bouloy. However, she has expressed satisfaction that an independent authority was contracted to select Dr. Bouloy.

The motion was thereafter adopted by members of the Board by unanimous consent.

7. Standard Form of Employment Contracts for Key Staff

Mr. Waight moved for the adoption of the resolution which after debate was adopted as follows: **RESOLVED**, that the Board hereby approves the Form of Employment Agreement for Key Staff substantially attached to this Resolution.”

The motion was adopted by members of the Board by unanimous consent

8. Appointment of Chairman of Board of the MCA Belize as the Acting Executive Director

Mrs. Nadia Caliz moved the adoption of the resolution as follows “**RESOLVED**, that the Board hereby appoints the Chairman of the Board of MCA-Belize as the

Acting Executive Director pending the selection of the Executive Director and the assumption of the duties of the Executive Director by that individual.”

The motion was adopted by five (5) members of the Board except for Mr. Waight who had recused himself from voting).

9. **New Business (Any other business)**

No new business arose at the meeting.

10. **Adjournment**

Mrs. Nadia Caliz proposed the adjournment of the meeting. That proposal was seconded by Mrs. Maheia- Castillo

The Meeting stood adjourned at 11:52 am. There was no decision regarding the date or time of the next meeting.

Minutes submitted by: Alisha Garraway

Minutes approved by:

A handwritten signature in blue ink, consisting of a stylized 'M' followed by a vertical line and a flourish.