

**MINUTES OF MEETING OF  
SONSONATE SPECIAL EDUCATION SCHOOL  
BAKERY PROJECT PLANNING COMMITTEE  
August 3, 2014**

Present: Rick Hicks, Cam Hawing, David Irvine, Michael Irvine, Kitty Brenek, Pam Sherman-Wilkinson and Jacob Lange. Location: St. Andrew Presbyterian Church.

This was the first Planning Committee meeting. Michael outlined prior mission trips and projects in El Salvador. Rick introduced and outlined the basic bakery project. The architectural plans and cost estimate given to us by Gary Stein were briefly reviewed.

Cam led a discussion based on our experience with the school project in Buenos Aires and the various items that would have to be planned to put the bakery project together. See attached outline.

The scope of work to build the bakery needs to be more clearly defined. The plans need more detail and revisions may be in order. It was decided that Rick will attempt to arrange a conference call between Cam, Jacob, Rick and Gary Stein who is currently in El Salvador, for the purpose of Gary, who has been to the school site several times, answering questions, and all participating in a discussion to further refine and clarify the scope of work. Cam and Jacob will then attempt to come up with more detailed plans and scope of work, together with a cost estimate. It was recognized that the cost estimate provided to us by Gary includes primarily only material costs, no labor and nothing for equipment to equip the bakery. All of this will have to be factored in.

Fundraising was also discussed. David reported that a \$10,000 matching grant from a private anonymous donor is committed to the project. There was also discussion about raising funds not only to construct the bakery, but also for scholarships to subsidize the travel and lodging expenses of some team members traveling to El Salvador.

**Next Meeting:** Sunday, August 24, 2014, at approx. 12:00 noon, at St. Andrew following second worship service.

Respectfully submitted,



Rick Hicks,  
Planning Committee Chair

— TEAM MEETINGS: AUG 24

(LATER) — DATE OF TRIP:

— SCOPE OF WORK

— MARKETING/FUNDRAISER  
(2th)

- COST
- SCHEDULE:
- CONSTRUCTION:
- EQUIPMENT: I.D.
- MED. SHARE
- MATERIALS

SAFETY:

- GOVERNMENT:
- A GATE
- VISAS
- SHOT, etc
- TICKETS?

BID?

FINALIZE DRAWINGS

- ELECT.
- PUMPING
- FINISHES, etc

— WHO IS GOING

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ASSUMPTION