

Kickoff Meeting Agenda

Project Senior Home Facility

Minutes

Purpose:	Initial meeting to discuss possibility of opening a senior home facility ss possibility of opening a senior home facility	
Date	Meeting Time	Location
Tuesday, 2-16-2021	6:30 PM	ZOOM
Meeting called by	Manal Sourkatti	
Note Taker	Sarah Jameela	
Attendees	Sarah Jameela, Manal Sourkatti, Manal Shuman, Nahed AbdelJawwad Wasi Mohamed, Mizanour Biswas, Niama Elharrak, Halima.....Fatma El-Hamidi	
Agenda Items	Presenter	Time
1- Business Model	Sarah Jameela	5 min
2- Property Acquisition	Sarah Jameela	5 min
3- Fund Raising	Sarah Jameela	5 min
4- Marketing and Advertising	Sarah Jameela	5 min
Discussion	- Meeting opened with collective Duaa - Group reminded about the reason for the meeting (to meet the health and medical needs of seniors in our community)	
Action Items	Who	When
1- Link to next zoom meeting distributed via Whatsapp	Manal Sourkatti	No later than 3-1-2021
2- Explore nursing home with multiple care option.		Next meeting
3- Arrange for a virtual tour of a nursing home facility	Nahed	Ongoing
4- Info on types of nursing homes	Wasi	Next meeting
5- Create a shared location on google drive for minutes, documents and literatures	Fatma El-Hamidi	Next meeting
Conclusion		
Time Meeting Closed	Next Meeting Date	Next Meeting Location
7:40 PM	Tuesday 3-2-2021 @ 6:30PM	Zoom