



# White Water Meadows Citizens' Association



White Water Meadows Citizens' Association  
*Building the ultimate in community living*



Member of  
Old Harbour Road  
CDC

## **THE GOLDING ADMINISTRATION**

**August 1, 2012 – July 31, 2014**

**Shared Vision....Leadership  
Together Each Achieve More**



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## Message from the President - **Andrea Golding**



My fellow residents. It has been an exciting and also challenging 2 years for us and it is with great pride that I served as your President over the past 2 years.

As most organization does at the beginning, objectives were set and we as a voluntary group were sometimes very hard pressed to accomplish our goals. We worked steadfastly and at the end of 24 months, I can say we have accomplished many things; chief among them is our ability to communicate with the residents and the frequent gathering for social and fundraising events.

While we fell short on some things, it was not for the want of effort from this team. On some things we lobbied and got some success, while on others we met stern resistance. Let me say thanks to the hard working Executive Team and to members of the various committees who supported us.

Thanks also to you the residents for putting your faith in us. Let us continue in 2014 and beyond to make the White Water Meadows Community, the premium place in community living.



## The Executive Team



Andrew Grant  
**1st Vice President**



Donald Scott  
**2nd Vice President**



Maureen Collins  
**Secretary**



Joan Ellison  
**Asst. Secretary**



Peter Hutchinson  
**Treasurer**



Nicholas Williams  
**Asst. Treasurer**



Petrina Henry  
**Public Relations Officer**



Vacant  
**Asst. PRO**

## Committees Members

- **Fundraising** – Nicholas Williams, Denise White, Gary Simms
- **Audit** – Jacqueline Murray, Charles Tam
- **Benevolence** – Heather White, Dawnette Foreshaw, Francine Bowers-Wilson
- **Youth & Sports Development** – Donald Scott, Christopher Williams
- **Planning & Community Development** – Donald Tomlinson, Peter Hutchinson, Andrew Grant
- **Security Council** -





## **ABOUT US**

The White Water Meadows community is a quiet neighbourhood situated on the outskirts of Spanish Town, just off the Hartland main road. Nestled on ninety-nine (99) acres of land which was formally a sugar cane estate, the community has just over 730 detached two (2) bedroom houses on lots ranging in sizes from 3,600 to 8,000 square feet.

The community has a number of useful amenities, namely, a well-developed and maintained community website [www.whitewatermeadows.org.jm](http://www.whitewatermeadows.org.jm), a football field as well as a community park. This is also complimented by 5 other green areas located through the community.

## **THE CITIZENS' ASSOCIATION**

The community has an active Citizens' Association, **The White Water Meadows Citizens' Association** which is a volunteer driven, non-profit organization whose mandate is to represent its members in all matters of public interests relating to the preservation, protection and enhancement of the life and welfare of the community. The WWMCA is a registered company with the Registrar of Companies of Jamaica and since April 2014, the association became a registered Charitable Organization which enables it to receive tax and duty free benefits on purchases.

## **OUR MISSION**

The mission of the White Water Meadows Citizens' Association Is to represent It's members in all matters of public Interests related to the preservation, protection and enhancement of the life and welfare of the community. They should also engage the residents of our community by creating a safe, healthy and harmonious environment where all our citizens can grow and develop and by so doing, enhance the value of our home and community.

## **The Constitution & By Laws**

The Executive and Committees Members are guided by a set of well-established



Constitution and by-laws. These documents clearly outline the rules that govern the operations of the association and detail the function of each position. It also speaks to the duration of an elected executive body.

A copy of the Constitution and By Laws can be downloaded from our website at [www.whitewatermeadows.org.jm](http://www.whitewatermeadows.org.jm).

## CORE VALUES

Our values are built around 4 main processes and can be explained as follows:-

**S** - Solution Oriented - Be willing to find workable **solutions** for our problems.

**E** – Engaging - **Engaging** our residents to give their best to the community.

**A** – Accountability - To be **accountable** for our actions.

**T** – Transparency - Be **transparent** in dealing with community affairs.

## OUR AIM & OBJECTIVES

The general aims and objectives of the Association are to foster and to advance all public interests in the area delineated in Article III, *infra*, including, but not limited to preservation, protection and enhancement of: public safety and services for all citizens; environmental values; recreation, playgrounds, and amusements; Integrity of zoning and parish council regulations, etc. The Association Is organized exclusively for community development and charitable purposes.

### The main objectives are:

1. To serve as an open forum to give opportunity for the consideration and discussion of matters of public and community interest.
2. To promote activities aimed at elevating, advancing and protecting the status, rights and interests of the community and all its residents.
3. To provide a common meeting place for the members.
4. To foster the development of community life and a realization of its benefits and responsibilities.
5. To create opportunities for communication among the members including, among



other things, the arrangement of social functions.

6. To cooperate with other organizations in the furtherance of the above purposes for the welfare of the entire community.

7. To establish and maintain a secretariat as a focal point from which the above objectives and mission can be properly managed.

8. To do all such other lawful things of a charitable nature as are incidental or conducive to the attainment of the above objectives or any of them. ,

## **OUR STRUCTURE**

The WWMCA does its work through an Executive Team which is selected at a General Meeting every 2 years and also working committees organized by the Executive Team and made up of residents living in the community. The various Committees also initiate projects, investigate issues and concerns within its portfolio and make recommendations to the Executive Team. The Executive Team deliberates and formulates decisions which are taken back to the General Meeting for approval by the residents by way of a vote.

An **Executive Committee** is elected by community members and they have the responsibility of conducting the business of the Association.

Please see the elected positions for the period August 1, 2012 – July 31, 2014

- ❖ **President – Ms. Andrea Golding**
- ❖ **1<sup>st</sup> Vice President – Mr. Andrew Grant**
- ❖ **2<sup>nd</sup> Vice President – Mr. Donald Scott**
- ❖ **Secretary – Ms. Maureen Collins**
- ❖ **Assistant Secretary – Ms. Joan Elliston**
- ❖ **Treasurer – Mr. Peter Hutchinson**
- ❖ **Assistant Treasurer – Mr. Nicholas Williams**
- ❖ **Public Relations Officer – Mrs. Petrina Henry**
- ❖ **Assistant Public Relations Officer - Vacant**
- ❖ **Company Secretary – Mr. Peter Baker**
- ❖ **Planning & Community Development – Mr. Donald Tomlinson**



The duties and functions of each post are explicitly detailed in the Constitution & by Laws.

The Executive meets every last Saturday of the month and is ably supported by the six standing committees/sub-committees which are all charged with the responsibilities of community development, with each having its own mandate.

The White Water Meadows Citizens Association meets with its residents every last Sunday of the month at 4:30pm at the park or at the entrance to the community.

## COMMITTEES:-

- ✓ Security Committee
- ✓ Youth & Sports Development Committee
- ✓ Planning & Community Development Committee
- ✓ Fund Raising Committee.
- ✓ Benevolence Committee
- ✓ Audit Committee

The Executive also has the right to assign other members if necessary.

### 1. Security Committee:

**Main Objectives:** - To follow the progress of public and civic affairs as they affect the welfare and safety of the White Water Meadows community and to report on same to the Association.

**Achievements:** - The Security Committee was revived early into our administration but became inactive soon thereafter as a result of the council members work schedule and the migration of key members of the team. Before being inactive, they were led by Sgt. Kifra Bent who was able to sensitise the community with a video presentation on the Neighbour Hood Watch movement.

### 2. Youth & Sports Development Committee:

**Main Objectives:** - To coordinate the planning of sports and recreation programmes for the various age groups in the community; and also the provision and care of sports and recreation facilities.





**Achievements:** - The group led by Donald Tomlinson was successful in the staging of 2 sports day within the community. The teams competed in “houses” which are named after 4 of our national heroes. Both events which offered competition in a number of sporting disciplines including Track & Field, Football and Netball, were well supported by the residents.

The results are as follows.

**2012                      2013**

House	Street	Pts	Place		Pts	Place
<b>NANNY</b>	White Water Boulevard, Summerlayton, Portman Close	230	1st		131	4 <sup>th</sup>
<b>GARVEY</b>	Chadwick Gardens, Stanhope Road & Close, Stanhope Place	230	1st		201	2 <sup>nd</sup>
<b>BOGLE</b>	Lumsden Crescent, Tudor Close, Howard Avenue, Bassett	176	3rd		208	1 <sup>st</sup>
<b>SHARPE</b>	Finchley, Bayswater, Linclon, Lordship, Portman Mews	86	4th		168	3rd

### 3. Planning & Community Development Committee:

**Main Objectives:** - To promote orderly development of the community through social and interactive events. Though every individual's right ought to be respected, the orderly development of the community must be guaranteed. This Committee must therefore at all times be aware of the Local Government or Parish Council laws that pertain to the community, particularly as it relates to construction, and make recommendations to the Association on how to deal with such matters as they may affect the community.

**Achievements:** - This group was responsible for the successful planning of a series of social events which helped to bring the community together. These events were not fundraising but served its purpose to unite the community and encourage the use of community spaces such as the Park and football field. Details of 2 such events can be seen below.





- a) **GSAT Award Function:** - Every year, the association through its Public Relations body, seek to recognise students who have been successful at the grade 6 level and have been placed in Secondary Schools across the island. This function is fully funded by donations and caters to an average of 25 students yearly.
- b) **Children Treat:** - Another of the events on our social calendar is the Children's Treat normally held in January and caters to all children under the age of 16. This event is generally funded by the association along with kind donations by caring residents.

See full list of social events below.

Social Events	Dates
GSAT Award Function	31 <sup>st</sup> August 2012
Sports Day	15 <sup>th</sup> October 2012
Children Treat	6 <sup>th</sup> January 2013
GSAT Award Function	1 <sup>st</sup> September 2013
Sports Day	21 <sup>st</sup> October 2013
Senior Citizen Social & Lyme	10 <sup>th</sup> August 2013
Children Treat	5 <sup>th</sup> January 2014

Work Days	Dates
Labour Day	23 <sup>rd</sup> May 2013
Park Clean-Up & Cook Out	13 <sup>th</sup> July 2013

#### 4. Fundraising Committee:

**Main Objectives:** - To develop and support a public relations and fundraising plan for the community which includes the publication of a newsletter, the maintenance of a community bulletin board, interfacing with the mass media, and promoting events that seek to raise funds for the development of the community.



**Achievements:** - This Committee, although formed late in the second year, got things going quickly with the conceptualizing of the “Night Out” series which became our fund-raising flagship and ran monthly over a 6 months period before it was no longer profitable. That gave way to Tag Drive 2014, Movie in the Park, Retro Party and a few others. Other events were also planned.

<b>Fundraising Events</b>	<b>Dates</b>	<b>In aid of</b>
Jamaica 50 Celebration	4 <sup>th</sup> August 2012	General Fundraising
Sports Day	15 <sup>th</sup> October 2012	Social / Fundraising
Mini Expo	11 <sup>th</sup> November 2012	General Fundraising
Sports Day	21 <sup>st</sup> October 2013	Social / Fundraising
Night Out 1 - 6	June – November 2013	Building Gazebo
Post Valentine Movie in the Park	16 <sup>th</sup> February 2014	Building Gazebo
Tag Drive - 2014	February – July 2014	Building Gazebo
Retro Party, Groove in the Park	23 <sup>rd</sup> May 2014	Building Gazebo
Lyme @ the Gate	27 <sup>th</sup> June 2014	Building Gazebo

### 5. Benevolence Committee:

**Main Objectives:** - This committee was formed for the first by this administration. Its main function was to respond to the needs of the aging in our community and also to encourage socializing by that group.

**Achievements:** - Limited success was achieved by this group, one of which was the Senior Citizen’s Social & Lyme held 10<sup>th</sup> August 2013. This event was well supported and saw a number of seniors being treated to finger foods, refreshment, poetry, skits and wonderful music. Funding for this event was by way of kind donations.

### 6. Audit Committee:-

**Main Objectives:** - The objective of this group is to review the financial procedures and transactions of the Association and report all findings to the General Meeting.



**Achievements:** - In keeping with our commitment to build integrity with a high level of transparency, the Audit Committee was formed. This comprises of 2 members of the community duly appointed at a general meeting by the residents in attendance. This committee has successfully completed an audit of the financials for the period August 1, 2012 to July 31, 2013 and has given their approval with few recommendations.

## **MAJOR ACCOMPLISHMENTS 2012 - 2014**

### **1. Communication**

The Association over the past 2 years have strengthened its ability to communicate with the residence by way of the development of a resident's database. This has helped tremendously in our ability to communicate effectively with our residents and provide vital information to be used in the event of an emergency. This database facilitates 2 way communications by the following means:-

- a) **Emails** – Weekly updates of important happenings within the community are sent out to residents in a timely manner. This method, although easy to administer, is not 100% effective since not all residents are able to access the internet.
- b) **Text Messaging** – Another quick and effective way we communicate with residents is by way of the Text Messaging system. This allows residents to get information on happenings in the community. This system is very critical in emergency situations as the information can be accessed by the recipients immediately and put them in a position to respond quickly.

### **2. Registration as a Charitable Organization**

In April 2014, the Citizens' Association was successful in its registration as a Charitable Organization. This will result in substantial savings on purchases made by the association as it guarantees an immediate waiver on GCT and Import Duty.



### 3. Purchase of Lawn Tractor

The Association was also very decisive in its purchase of a Lawn Tractor to help reduce our spiraling maintenance cost. This came at a cost of \$163,100.00 and is our largest single purchase to date. Since this purchase, the costs to maintain our Green Areas have significantly reduced and the accumulative monthly savings over a 12 month period have surpassed to actual purchase price of the equipment.

### 4. Flow Cable Survey

On the 28<sup>th</sup> January 2010, The White Water Meadows Citizens' Association and Columbus Communication Jamaica Limited (FLOW) signed an agreement whereby, **FLOW will pay on a quarterly basis, a monthly fee of 3% of subscription revenue from video services if FLOW provides services to a minimum of 80% of the occupants utilizing cable television services in the community.**

Years have passed and no benefit was received, so in 2012 we sought and got permission from FLOW to conduct our own survey. Our team went house to house and completed the survey over a 12 month period. In the end the results were in favour of us getting a retroactive payout from the cable company. The information was forwarded to the management of FLOW but to date the expected payout has not been made. A three member team will be put together to represent the community in a meeting with the cable giant to have further discussion on the matter.

### 5. Heartland Road Rehabilitation

The Association organized and successfully carried out a demonstration highlighting the poor state of the Heartland Road. That was followed by a number of meetings with the member of Parliament and the management of WIHCON Ltd with a view of having the road fixed. That was eventually done in the latter half of 2013. Now we have a 3 inch thick asphalt green surface with speed bumps installed. We thank the persons who demonstrated with us and to others who have exercised patience while we lobbied to have the road fixed. "All is well that ends





well."

## 6. Repair of Internal Roads

The Association have engaged in a number of negotiations and meetings with the management of WIHCON Ltd with a view of getting the use of their equipment at a reasonable rate to assist with the fixing of our internal roads. Presently, we have \$233,476.15 which was collected from residents to assist with the repairs of Hartland Road and another \$100,000.00 brought over from other fundraising efforts making the total of the road repair fund \$333,476.15. By estimates received, this amount will only be enough to effect repairs to the most needed areas.

Resulting from the discussions with WIHCON Ltd, the pot holes at our entrance gate were filled and now we await their response regarding their assistance with another area.

## Issues and Concerns Raised By Residents

Over the past 2 years a number of concerns were brought by residents for the attention of the Association. These concerns were investigated and where necessary, the appropriate action was taken.

Please see list below:-

Concerns Raised	Action taken	Result
Disrepair of Hardland Rd	Lobbied MP / Demonstrations / Residents Contributed money	Road resurfaced by WIHCON Ltd
Roads dug up for sewage disconnection	Wrote to Cancara Environment about the problem	Some areas resurfaced



Strong stench emitting from Sewage Treatment Plant	Wrote to Cancara Environment about the problem	Treatment Plant serviced
Strong stench coming into our drains from Magil Palms	Wrote to Parish Council & Ministry of Health	Problem corrected
Missing drain Grills	Scheduled as Labour Day activity	A number of drains grills were repaired
Problem with residents storing building material on sidewalk.	Offending residents spoken to.	Some material removed.
200% Increase in sewage rates	Meeting with the management of Cancara Environment	Action was not successful
Deterioration of internal roads	Transfer \$100,000 from fundraising to make up the \$233,476.80 collected for Hartland Rd.	Sections of the roads was resurfaced

## ***THE TREASURER'S REPORT***

Our financial position has been somewhat stable over the past 2 years and that was due mainly to the fact that a number of fundraising events were staged (see details above). Stability was also maintained by us adopting strict measures as it relates to expenditures while trying innovating ways to earn. In the end our bank accounts remains stable while seeing a slight increase in dues collected over the previous year.

### **MAIN INCOME**

- **Maintenance Dues:** - Maintenance Dues collection is done at the end of each month at the entrance to the community. Residents are encouraged to make every effort to give this very small contribution of \$200 monthly. As mentioned before,



dues collected are used mainly to maintain our green areas namely the Community Park, Football Field and the Entrance leading to the community.

- **Fundraising:-** A number of fundraising events were attempted over the past 2 years. Our flagship events were our “Night Out” series which took place on the month end and ran for 6 consecutive months before it was no longer profitable. That gave way to “Tag Drive 2014”, Movie in the Park, Retro Party and a few others.
- **Website Advertising / Community Sales:** - The association also earned revenue from selling advertising spots on our website. This process facilitates businesses in and around Spanish Town and a few residents. The community also benefitted from 2 months of advertising by the Jamaica Broilers group which came about as a result of keen negotiations by our team and our service took the format of website, email, facebook and notice board advertising.
- **Lime Lease:** - The community have benefited from the long term lease it negotiated with LIME about 5 years ago. This agreement entails the leasing a section of one of our green areas to the Telecommunications Company to house its servers.

Residents are asked to support these initiatives where possible as by doing so, our community will benefit financially.

## **MAIN EXPENDITURE**

- **Maintenance of Green Areas (Entrance Way, Football Field & Community Park)**

This remains our most costly monthly expenditure with the cost sometimes exceeding the amounts collected for maintenance dues for that period.



## WHITE WATER MEADOWS CITIZENS' ASSOCIATION FINANCIAL STATEMENTS August 1, 2012 - July 31, 2014

### Opening Balances as @

<u>1st August</u>	<u>2012</u>	<u>2013</u>
RBC -	36,042.06	948.91
JMMB - 1	29,859.94	30,528.25
JMMB - 2	175,545.10	220,935.88
JMMB - 3	45,181.18	46,192.39
CASH	3,217.20	146,973.47
<b>Total</b>	<b>\$289,845.48</b>	<b>\$445,578.90</b>

<u>INCOME:</u>	<u>2012</u>	<u>2013</u>	<u>Total Income</u>
Maintenance Dues	86,062.09	98,090.00	184,152.09
Fundraising Events	380,870.00	587,805.00	968,675.00
Tag Drive	42,600.00	117,500.00	160,100.00
Lease Agreement	94,685.77	96,000.00	190,685.77
Heartland & Internal Roads Rehabilitation	231,676.15	1,800.00	233,476.15
Donations - External	58,610.00	-	58,610.00
Donations - Residents (Projects)	54,062.58	22,640.00	76,702.58
Advertising - Website & Community	11,900.00	18,200.00	30,100.00
Miscellaneous Income	16,473.89	4,062.00	20,535.89
Interest Earned at Bank	5,336.89	7,935.20	13,272.09
<b>Total Income</b>	<b>\$982,277.37</b>	<b>\$954,032.20</b>	<b>\$1,936,309.57</b>





<b>EXPENDITURE:</b>	<b>2012</b>	<b>2013</b>	<b>Total Expenditure</b>
Maintenance of Green Areas	(122,049.60)	(89,340.56)	(211,390.16)
Fundraising Expenses	(313,587.82)	(603,983.97)	(917,571.79)
Purchase, Repair & Service Lawn Tractor	(163,100.00)	(42,170.52)	(205,270.52)
Repair of Swing in the park	(7,180.00)	(6,621.60)	(13,801.60)
Sports Day	(46,980.00)	(36,513.69)	(83,493.69)
GSAT Award Ceremony	(18,873.58)	(7,953.25)	(26,826.83)
Children Treat	(32,331.00)	(17,527.58)	(49,858.58)
Labour Day	(15,974.73)	-	(15,974.73)
Town Cryer Announcement	(11,000.00)	(12,000.00)	(23,000.00)
Welfare / Community Outreach	(7,225.00)	(3,295.22)	(10,520.22)
Repair of Park Lighting		(12,177.94)	(12,177.94)
Misc Expenses (Netballers)	(3,200.00)	(8,000.00)	(11,200.00)
Rental - Tables & Chairs		(7,000.00)	(7,000.00)
Website Maintenance & Update	(8,000.00)	(24,000.00)	(32,000.00)
Website Domain & Hosting fees (Annual)		(12,000.00)	(12,000.00)
Neighbour Hood Watch registration		(1,000.00)	(1,000.00)
Administrative Expenses	(18,379.66)	(13,592.64)	(31,972.30)
Annual Returns & Financial Statements	(57,000.00)	(13,000.00)	(70,000.00)
Withholding Tax on Interest	(1,337.68)	(1,984.25)	(3,321.93)
Bank Charges	(324.88)	(1,381.43)	(1,706.31)
<b>Total Expenditure</b>	<b>\$(826,543.95)</b>	<b>\$(913,542.65)</b>	<b>\$(1,740,086.60)</b>
<b>Surplus / Deficit</b>	<b>155,733.42</b>	<b>40,489.55</b>	<b>196,222.97</b>
<b>ACCUMULATED SURPLUS/DEFICIT</b>	<b>\$ 445,578.90</b>	<b>\$ 486,068.45</b>	



**REPRESENTED BY:-**

<b>Closing Cash &amp; Bank</b>		
<b>Balances as @ 31st July</b>	<b><u>2013</u></b>	<b><u>2014</u></b>
RBC -	948.91	0.00
JMMB - 1	30,528.25	31,018.96
JMMB - 2	220,935.88	329,713.18
JMMB - 3	46,192.39	46,934.89
Cash	146,973.47	78,401.42
<b>Total</b>	<b>\$445,578.90</b>	<b>\$ 486,068.45</b>



## Projections for 2014 - 2016

The White Water Meadows Citizens Association is committed to continue its drive for growth and development within the community. As such, we have outlined some projections for the next 2 years. Chief among this is our Community Centre (Gazebo) Project.

- 1) Complete the rehabilitation of some internal roads.
- 2) Community Centre Project (Gazebo).
- 3) Complete negotiations with FLOW for payout of benefits to the community

## COMMUNITY CENTRE BUILDING PROJECT



In 2014, the White Water Meadows Citizens Association has embarked on the long overdue project to build our Community Centre. This Centre will take the form of a gazebo and will be constructed in two phases.

### Project Design:

Please refer to the photo above to get a full understanding of the design of the Gazebo. The size of the Gazebo is approximately 20ft x25ft; supported by 8 columns with an Apex roof.



**Project Benefits:**

When completed, the Gazebo will be in keeping with the long term strategy to develop the community park as a venue of choice and will provide the following benefits:

1. Provide a comfortable place for meetings
2. Provide an area for training & Seminars
3. Provide a place for relaxation & recreation
4. Provide an appropriate area for fundraising activities
5. To promote the area as a venue of choice for income generation.

**Project Cost:**

Foundation, construction and Roofing cost	- \$350,000.00
Labour Cost	- <u>\$150,000.00</u>
<b>Total Cost</b>	<b>\$500,000.00</b>

**Project Time Frame:**

We anticipate that if we can realize these projected fundraising, we could complete the construction of the Gazebo by December 2014.





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## **Acknowledgment**

Over the 25 months this administration has been in office, the association was able to assemble 16 meetings accommodating 508 residents for an average of 32 persons per meeting.

The top 3 attending residents are:-

- 1) Sislyn Robinson - Attending - 13 times
- 2) Paulette & Noel Hart - Attending - 12 times
- 3) Winnifred Stephens - Attending - 10 times

Congratulations to the above members who have shown the true meaning of community spirit by attending meetings and taking part in the decisions making discussions. Continue to be an example to others.

## **Thank You**

The association wishes to thank all the members of the present executive and committee members for the dedication shown to their tasks and the many sacrifices they made over the past 2 years. Special appreciation also to the members who served on previous administrations for the effort they made to advance the community in a way that made it easy for us.



White Water Meadows Citizens' Association,  
Spanish Town P.O.,  
St. Catherine, Jamaica

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Email: [office@whitewatermeadows.org.jm](mailto:office@whitewatermeadows.org.jm),

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(A Registered Charitable Organization)