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| ABN: 38 380 894 | Mountains in Lesotho under snow. Rudi Botha. Used with permission.  |

**BOOKS FOR LESOTHO INC.**

**BUSINESS PLAN**

as at 01 May 2016

**HISTORY AND REASON FOR ACTIVITY**

Prior to Incorporation on 06 December 2016, the activities were carried on by Founders, David and Liz Linn of Adelaide, South Australia. In 2006, while on a visit to Lesotho, they were introduced to ‘Me Mosa ‘Muso, then Librarian for the local “social justice” NGO, Transformation Resource Centre (TRC). ‘Me Mosa outlined the literacy project conducted by TRC with funding from major donors in Europe. Very schools in the country had a library, a facility that she knew to be an essential feature of developing literacy in any language. She also advised that even though English was a second language (to the local Sesotho), English was used for all subject (except classes in Sesotho) in Lesotho schools. The use of English added to the important of establishing libraries in school, resources that would almost exclusively be in English. David and Liz offered to source new or used books in Australia and send them to TRC for local distribution.

Lesotho is recognised as one of the poorest countries with high rates of unemployment. It also has a high rate of HIV/AIDS which has resulted in many orphans and double orphans. The project aims to:

* Increase interest in study through improved language skills thereby increasing the opportunity for worthwhile employment post-school years,
* Increase ability to research subjects of importance or for interest
* Introduce reading for pleasure thereby opening new experiences of the world

Commencing in 2007 and in each year since, a consignment of suitable fiction and non-fiction books has been freighted to TRC in Lesotho to match their project requirements. The details are shown in Appendix A. TRC has delivered books to about 50 schools, Primary, Secondary and High Schools. Books have also gone to institutions assisting the most disadvantaged children; Lesotho Child Counselling Unit (shelters children at risk), Good Shepherd Centre (home for single teen mothers with babies), the Juvenile Prison system, and a home for herd boys (who tend to miss out on normal day schooling). Many schools now have significant libraries, many in dedicated rooms. Other schools, learning of the project, request inclusion in the project.

Books have been primarily sourced from South Pacific School Aid Inc. based at Pasadena High School in Adelaide. To 01 May 2016, 88, 917 books have been delivered to TRC. In the past 2 years, some books have been sourced from schools in Melbourne.

Donations from friends and others who have heard of the project have been used exclusively for packaging materials and freight from Adelaide to TRC in Maseru, Lesotho.

The project has been described by staff at TRC, and other locals, as “nation building”. TRC has used the opportunity to commence and support Reading Clubs in the schools as well as reading and spelling competitions.

‘Me Lydia ‘Muso, Head, Lesotho Child Counselling Unit emailed on 01 May 2016:

I support the Book Project because it is encouraging the spirit of reading in our communities. I just hope that one day i can be able to have a Library for students here. I have been approached by students that they want to have a place to read after school and during the weekends

This message from ‘Me Lydia is typical of comments from teachers who advise of the thirst for using the books – for use in class, for reading in school time and during breaks, and a desire for taking books home for reading and sharing with family and friends. Several schools have opened their libraries for community use.

Books for Lesotho Inc. has been established to enable TRC to help more schools establish libraries. Formalising the Australian-based operation enables new source of books to be found and nurtured, including other parts of Australia, and overseas. It is also evidence of the long-term intention of supporting TRC’s plan to service the almost 3,000 school in Lesotho. It moves the Australian supply from a personal project of David and Liz to a local whole-of-community project.

**BUSINESS PLAN UP TO JUNE 2017**

GENERAL:

As indicated above, Books for Lesotho Inc. (B4L) reason for existence is to supply books for libraries in school in Lesotho as defined and required by TRC in Lesotho. Therefore, the development of the entity is not solely within the hands of B4L; it is significantly influenced by the plans of an overseas partner.

However, as members of South Pacific School Aid Inc. express concerns about shortage of books from their suppliers together with the high proportion of their books this project has absorbed, B4L intends to develop an increasingly independent range of sources. Since December 2015 this process has been underway. For example, volunteers already collect books from a local Community Library on an as-required basis thereby minimising their handling and storage costs. Removal of left-over stock from a major school fair provide a service to them, and a source of stock for B4L. Relationships with commercial book shops and community-based operations such as Lions Club Second-hand shops have been developed. In the period covered by the Plan, such linkages will be increased and improved.

The major initiative for which preparations are currently being made is to introduce book drives into schools. The target up to June 2017 is to involve 6 schools in South Australia and 3 in Victoria. Development of suitable promotional materials has commenced.

Recognising the value of the internet and social media, B4L already has a website which to date has only limited information: [www.booksforlesotho.org](http://www.booksforlesotho.org). Target date for practical completion date for the website is 30 June 2016. The Facebook page: [www.facebook.com/booksforlesotho](http://www.facebook.com/booksforlesotho) is already operating.

Discussions are planned for late May 2016 with Mr Chris McEvoy in Melbourne. Chris has been promoting help for Lesotho in education, health and employment. He has already cooperated in 2014 and 2015 with books for this project sourced from school in Melbourne. The discussions are intended to lead to an increase the supply of books from schools and support for shipping to Lesotho.

Discussions will continue from 2015 for a school district in USA to join the project. No dates are offered for this as it is in their hands.

VOLUNTEERS:

Currently B4L has 5 Directors, each of whom volunteers time for Board activities. Currently B4L has 2 people who volunteer regularly for collecting, sorting and packing books. From time-to-time there are about 2 additional volunteers.

Expansion of volunteer effort. Additional volunteers – up to 6 – will be sought during the build-up of activity as books arrive from new sources, and especially once the intended schools book drives commence.

In addition there are currently about 30 active donors, but once the 2016 shipment draws near (about November 2016), another 20 donors are expected to contribute.

MEMBERSHIP:

Currently there are 5 members, all being Directors of B4L. The Board has not seen value (both for B4L and for anyone becoming a member) in seeking further members at this time. This matter will be kept under review during 2015/16 because as the activities increase, membership will likely become of “value”.

EMPLOYEES:

The Board does not expect to employ any person in the foreseeable future.

PREMISES:

Currently B4L only requires a small space in which to store books prior to and after sorting, space to sort and space to pack boxes for export. The current space is provided rent free by Optimistic Kids at a near CBD location. This facility is available until July 2017. In the meantime, B4L is actively looking for more suitable and permanent premises.

FINANCES:

In the period to 30 June 2016, expenses are expected to be about $1,500. Target for donations and sale of surplus books is $1,500.

For 2016/17, the first shipment of books will occur; estimated cost is $4,200. Total expenses for the period are estimated at $6,000. Target for donations and sale of surplus books is $5,000.

For 2017/18, activities resulting in additional books being shipped to Lesotho, results in an increased expense target of $10,000 with a donation target of $12,000.

(It should be noted that overseas payments are made to cover costs of import agents in South Africa and Lesotho, any taxes and duties applicable and land transport costs from Durban to Maseru. Payment of these costs could be made via export agent in Australia, but the costs would be significantly higher. Currently, B4L will be reimbursing TRC for such payments made on behalf of B4L.)

VERIFICATION OF PAYMENT MADE OVERSEAS AND EFFECTIVE USE OF SHIPPED MATERIAL:

As described above, TRC receives payments from B4L by way of reimbursement of costs incurred by B4L in shipping books to TRC. TRC’s finances are subject to official annual audit and the auditor seeks from B4L a declaration of funds sent to TRC and the reason for the same.

TRC conducts visits to schools to verify the proper use of donated books, and takes action where schools are not using the books wisely and usefully.

Two members of the Board, David and Liz Linn have been making annual visits to Lesotho for direct discussions with TRC staff, and whenever possible, making visits to schools. In March 2016, they, and Board member Niav Andrews visited several schools with TRC during the annual book distribution period. This visit is reported on our website. David and Liz will continue to make at least annual visits over the Plan period, at no charge to B4L.

GOVERNANCE:

Policies and Procedures. The Board is currently preparing required and recommended P and Ps for B4L.

Insurance. The board has in place the following insurances:

* Managers Liability
* Public Liability
* Volunteers Insurance

ACNC registration, DGR and Tax Exemption status. The Board has applied to ACNC for registration as a Charity, and for recognition for DGR status and exemption from paying income tax. The Board will continue to pursue these essential recognitions of the activities and value of B4L.

Other. The Board will actively explore any other legal matters it is required to address as well as any appropriate relationships which will allow more effective and economic operations. This may include seeking grants to enhance the delivery of books and the establishment of viable libraries in school in Lesotho.

BUSINESS PLAN APPROVED BY THE BOARD ON 07 June 2016

AUTHORISED BY CHAIRMAN

………………………………………. 07/06/2016

