

## 3rd Exec Meeting 2021-2022

Meeting was held on Zoom on 22<sup>nd</sup> & 23<sup>rd</sup> February 2022, starting at 08:00am

Present:

|                               |                        |     |
|-------------------------------|------------------------|-----|
| President                     | Ebe Panitteri Martines | EM  |
| Vice President                | Zenaida Farcon         | ZF  |
| IPP                           | Bina Vyas              | BV  |
| Treasurer                     | Sarita Lunani          | SL  |
| Constitution Chairman         | Sissel H Michelsen     | SM  |
|                               |                        |     |
| In Attendance                 |                        |     |
|                               |                        |     |
| Chairman – LCC 2024 (22-2-22) | Pam McConnell          | PMc |
| Media Manager (23-2-2022)     | Yeok San Cheng         | YSK |
| Administrator                 | Alan Phillips          | AP  |

Welcome and President's opening remarks.

EM - welcomed all to the meeting and said that the agenda is an ambitious one and hopes that much would be achieved. Said that we will welcome Pam McConnell from the Local Coordinating Committee (LCC) at 11:00.

EM - proposed the acceptance of the minutes of the previous meeting, which was agreed.

BV – could not send report but will send in a couple of days. Asked for a short while to relate what had happened over the last few months. On Feb 1<sup>st</sup>, provided new training for Zambia; then had a Zoom meeting with IWC Riga, Latvia at which Catherine Ineichen was present and there will be another club, probably by April. Contacted three countries: Rwanda, a new club, probably before May 1<sup>st</sup>; Ethiopia, is very active as far as RI is concerned, but this is early stages for IW; Indonesia, there are many ex-pats, so, this is a less optimistic outlook for extension. Thinks there may be the chance to open a couple of new IW countries before the end of the IW year.

BV - said that she has received invitations to several Non-Districted (ND) countries, 6-7, and is in the process of acquiring visas and will keep the Exec and relevant BDs informed.

### Treasurer's Report

SL - Gave thanks to BV for her efforts in extension but pointed out that there is a budget for these activities which must be respected.

**This report covers the period from 1<sup>st</sup> July 2021 to 15<sup>th</sup> February 2022.**

### 1. Capitation Fees - Membership

The Membership Summary shows the current position. Capitation fees were slow in the beginning but have been received from all National Governing Bodies and nearly all Districts. The three clubs in Bulgaria D248 – IWC Kazanlak, IWC Rousse and IWC Varna – Marina had paid their dues directly to IIW. Hence their capitation fees were returned. Some Districts and ND Clubs had exchange control

problems getting the money out of the county. The three ND Clubs of Inner Wheel Australia namely IWC Wyong, IWC Gosford North and IWC Tuggerah Lakes have become a part of District A53.

Membership till 15<sup>th</sup> February is...

Full Dues – 106,658 members

Half Dues – 1,692 members

Total Membership - 108,384 members

Capitation from Non-Districted Clubs outstanding this year - Ukraine, Hungary – (Szegad, Mateszalka, Keszket), Jamaica – (Ocho Rios, May Pen) Ecuador, French Guyana, Guyana – (George Town Central), Lebanon – (Vatroun), Malawi, Serbia – (Belgrade Zrenjanin), Spain – (Barcelona), Martinique and USA – (Baton Rouge).

Till date 141 new clubs, have been chartered: India - 109, Philippines – 9, Italy – 7, Nepal - 4, Pakistan - 2, Alasia – 1, Guinea – 1, Malaysia – 1, Mexico – 1, Belgium & Luxembourg – 1, Nigeria -1, Senegal – 1, Slovenia – 1, Zambia – 1, Switzerland - 1

One new District 222, Alasia was formed.

One new country was added – IWC Lusaka in Zambia.

Approximately 2,476 new members have joined, of which, over 2,034 in India, Philippines - 88 and 120 in Italy.

**Total membership** is 108,384 till 15<sup>th</sup> February 2022. This includes the membership of 34 members of IWC Mombasa who had paid their dues for 2021-2022 in the previous year itself. Last year in 2020-2021 the membership till 30<sup>th</sup> June 2021 was 105,623.

Net Increase in membership is 2761 till date.

## 2. Payments

Receipts of all Capitation fees, Directories, MG Awards and C&H books were sent every month to all countries / districts/ ND Clubs, with a copy to President Ebe Martines and Admin Alan. Receipt of Capitation fees of ND Clubs were also marked to Vice President Zenaida Farcon.

All payments have been executed online and authorized by Imm. Past Treasurer Liz Thomas and me. President Ebe has been informed of all payments.

An amount of £10,000 from the current account was sent to HAS (Hospital Albert Schweitzer) -Haiti's Covid 19 Vaccination Program to buy refrigerators for the Covid vaccine. The amount of £10,015.00 including the bank charges has been now transferred from the Covid account to the current account.

## 3. Bank Account Balances

|            |                 |                |
|------------|-----------------|----------------|
| 1. HSBC    | Current Account | £ 5,000.00     |
|            | Deposit Account | £ 1,443,587.10 |
| 2. NatWest | Current Account | £ 20,000.00    |
|            | Deposit Account | £ 123,844.44   |
|            | Covid19 Fund    | £ 55,550.16    |

#### 4. Investments – 1 year Term Deposits

- a. Julian Hodge Bank - £85,000 (interest of £679.07 transferred to HSBC)
- b. United Trust Bank - £85,000 (interest of £893.24 transferred to NatWest)
- c. Hampshire Trust Bank - £85,845.34 (balance reinvested)
- d. Norwegian Krone Kr 898,923.29
- e. Euros 108.92

**5. December Mailshot** – There have been problems with delivery to many countries which must be investigated. It has continued to be printed in India for distribution in India, Pakistan, Sri Lanka, Bangladesh, Malaysia & Singapore, Nepal and in UK for the rest of the world.

**6. Monthly Income and Expenditure Accounts** – Quarterly report till 30<sup>th</sup> September 2021, for the months of July, August & September and Half yearly report till 31<sup>st</sup> December 2021 for the months of October, November & December was circulated to the Executive Committee members and to the Board Directors.

#### 7. Insurance:

- a. **General:** The policy has been renewed.
- b. **Trustees & Officers:** This has also recently been renewed.
- c. **Cyber Insurance:** The policy was renewed to cover all forms of security breaches, fraudulent transactions, extortion loss and data recovery.

#### 8. International Convention 2024

**Manchester** – Received Minutes of the LCC meeting chaired by Convention Coordinator Pam McConnell.

I would like to thank Admin Alan - for his cooperation, timely help, and prompt response to all my mails - and Elaine for her advice. A special thank you to Immediate Past Treasurer Liz Thomas for her guidance and support whenever needed.

My sincere thanks to my colleagues on the Executive Committee – President Ebe, VP Zenaida, Imm. Past President Dr. Bina and CC Chairman Sissel for their support and encouragement always.

EM – thanked her for the hard work and for the clarity of the report. Said that the Mailshot would be referred to later in the agenda.

BV – said that the costs for her sending the VP pin and chain had still not been reimbursed and asked for SL to action this; SL asked AP to do this, he pointed out that the receipts would be required first, as these will be needed by the auditors.

SM – should the Bulgarian clubs be discussed now or later in the meeting; SL said that her report could be amended accordingly. EM said a further meeting could be arranged to discuss this important point, especially after the email received by all yesterday. Said that they are receiving too many emails and not through the correct protocols. Didn't understand why the three clubs don't

want to follow the rules and all clubs should act in the same way. Suggested that there may be a need to have a lawyer involved and SM pointed out that there were too many lawyers involved in this process to date – each club should not need to consult a lawyer and many of these national regulations can be related to money laundering, which is often linked to other crimes. SM added further that there were implications for the personal accounts of the treasurers, who were using these to collect and transfer funds.

BV – questioned why lawyers need to be involved and that it should be made clear that the C&H should take precedence and that the loss of three clubs would be very sad and suggested a meeting with the three clubs. Speaking would be better than continual exchange of letters.

SM – asked whether SL had received any letters, she said that she had only received two letters, one of which was very early in her time as Treasurer. SM – pointed out that one of the clubs had been able to test vote; EM said she had read that one club had stated that they could vote, without paying Cap Fees. BV – said that the clubs should be made to realise their mistakes and that payment must be made through the proper channels. ZF – said to reiterate previous stance and that their being able to do the test vote was not of great significance; SM – said that there had not been any communication back from the three clubs to any correspondence.

BV – what is missing is total transparency and gave her experience with her own club / district and suggested that every email regarding money should go to the Treasurer. SL – has never been a Treasurer, but thinks that there should be a form, showing which clubs have paid. BV suggested that the email ID of the President should be sent to be used with the e-voting, but AP pointed out that it had been agreed that the club secretary would be the point of contact.

There was a general discussion on what processes could be instigated for subsequent years, to ensure that any club that has not paid Cap Fees is not involved in voting.

EM thought that ZF's suggestion about a form, which shows which clubs are being paid for when Cap Fees are sent, thus being able to identify which clubs are eligible to vote. ZF committed to design form.

### Matters Arising and Correspondence

EM - Formation of a new district in Pakistan.

BV – the clubs were formed last year, and they are doing very good works and does not think there is anything to worry about in giving them a new district. SL pointed out that Multan sent the payment direct. Said that there could be problems with three clubs, as there was no geographical element to the club's names (AP to contact NR to ask for clarification). SM said that a proper map should be provided, a printout from the internet would suffice, so that Exec could see clearly the situation. BV – said that there needs to be further information about the three clubs, so that Exec can see where they are.

Name change - Inner Wheel Klub Rønne to the name: • Inner Wheel Klub Bornholm; SM provided a background to the island and its history; EM thought that the name change could be approved, there was agreement from all.

Proposal 5 – IWA. SM provided a background to the request from CC of IWA, that there were many IWA members who disagreed with a previous by-law, regarding ND clubs. Said that it was good news that three of the previously ND clubs would be re-districting. Suggested that if there is to be a Constitution there need to be the same laws applied to all; said that Proposal 5 had made it

problematic to run the country effectively and easily. SM mentioned parts of the letter received and quoted that "... a motivation is not a rule...".

EM - said that when a country wants to have its own by-laws, these should have been approved by IIW; SM asked whether it was passed by all Exec and BV added that she was on the Exec at the time, she objected but it was passed by a majority. Asked what SM thought a solution could be – SM replied that in IWA, there were not really any NDCs anymore, but that there are BDs working with NDCs in Australia. Thought that there could be a proposal at the next convention to more clearly define matters and asked to be able to consider this overnight, which was accepted.

ZF – suggested that it be worked out within the IW year and within the current IIW Constitution, as the change hasn't been made with the Australian SEC. SM agreed and said that if someone from an NDC came to be nominated for BD role, they would not be qualified. BV asked that when someone was nominated, from the Nomination form, how would it be identified that they were from an NDC. It was agreed that it could be very difficult to identify this matter.

EM – thought that this was a very involved problem to solve and wondered why this had caused such disquiet; outlined her understanding of the nomination process and the various stages, concluding in the nomination being accepted by IIW. BV – said that this process is taken on face value and trust; agreed with the suggestion of creating a draft solution.

AP – pointed out that Past-Treasurer had created a checklist document for all nominees, as to which documents were required and this was on the website along with the Nomination Forms, so, there was little reason the documents are not submitted correctly. BV – said that the nominees should take responsibility for their nomination papers and ultimately, it is the candidate's responsibility.

EM – candidates must follow the sequences of approval and the different documents that are required for their nomination to be acceptable to IIW.

#### Test e-voting February 9-16- 2022 & Mailshot

EM – had been told by Italian friends that the e-voting process was quite easy to follow; referred to the analysis provided by Mi-Voice in that 78% of emails were opened. She then shared some of the information and analysis that was provided by Mi-Voice.

BV - said that she had received complaints from several countries and that 30-40% had not received the test voting links at all; also added that Nominations Booklets had not been received and that these would normally go to the Secretaries, but, that they gone to ISOs, Treasurers and Past Presidents. EM said that Mi-Voice should have been sent all the eligible voters as a list.

SL – mailshots went to DCs, and some refused to forward to the clubs, due to the cost. EM said that no clubs in Italy had received the mailshot. Pointed out that all the documents from the mailshot are available from the website, but the C&H is far more manageable in its normally printed format.

SL – asked that ZF next year will not send to the DCs, but to the clubs directly, or that just a soft copy be issued.

EM – each club in Italy had been contacted and that the name of the secretary was wrong in circa 35 clubs. But they would be in the same club, so, would pass it on.

SL – asked whether it should have been sent to the DCs or to the clubs.

AP – pointed out that it had been couriered to DCs, so that they could distribute at meetings, because if it had been sent to each Indian club, it would have gone through local postal services,

which like many throughout the world, are performing way below pre-Covid standards. AP stated that some of the country's deliveries (Nepal, Pakistan and Bangladesh) were held up by customs controls or by the attempted charging of import duties. Said that he'd had a conference call with the Mailing House and that if IIW were to use a completely tracked service, it would cost an additional £20,000. Pointed out that all the documents from the mailshot (except the Financial Statement) had been available on the IIW website since early December and added that the mailshot could not have gone to ISO, as the IIW database does not hold these contacts. BV said that it had gone to ISOs, who may have moved into this role after being secretary and AP pointed out that if IIW isn't informed of this, IIW does not know.

SM – suggested that next time the district could be paid by IIW for them to do the onward transition of Annual Mailshot. AP added that next time, hopefully, the global delivery systems will have recovered from the impact of Covid.

SM – suggested in future years, the delivery company should be required to prove the dates that they had sent to the individual countries. This could then be shared with the NGB and AP again said that for budgetary reasons, the more expensive fully tracked option had not been taken up.

SL – asked whether a different mailing house could be used, and AP said that it would be difficult to do a competitive tendering process in India from the UK and thought the Indian Association may be able to help with names of reputable / proven companies. SL asked about the new charges of the HSBC account and AP pointed out that the charging seems to be inconsistent. There will be a charge of £5 per month, which is now levied by HSBC for all Charity / Community accounts, but HSBC are not clear themselves on the charging of transactions. AP said that even moving to another bank account, there would be charges incurred and like most countries, the banks act in cohorts with each other.

11:00 (SM left the meeting)

#### [Convention 2024 Logo \(11:00am\)](#)

Pam McConnell (PMc) joins meeting to present the selected logo for Convention 2024.

EM – said that she liked it very much but thought it would need some explanation of the flowers, as she didn't know they represented the United Kingdom countries. Thought that it worked well across the examples of merchandise shown as examples and that the bee could represent the industriousness of Inner Wheel members.

PMc – hoped that people would know the emblems, but there will be an explanation in the bag that will be given to each delegate.

BV – asked which countries were represented and PMc explained the flowers / countries. BV – asked whether there could be something made by the letters of the four countries, PMc, said that she would investigate.

ZF – said that it was very festive and liked the way that the logo could be revolved through 90 degrees and used in another way. SL agreed and liked the colours used.

PMc thanked the Exec for the opportunity to meet and present the logo.

EM - pointed out that there are plans being put in place in many countries to celebrate 100 years of IW, so, will be good that they also know what IIW is doing in this regard. IIW should inform the members regarding what is happening, and PMc added that they cannot really be publicised until

the contract is signed. Stated that they have budgeted for 1,500 attendees but would change their plans accordingly if numbers permit.

SL – asked whether there would be a wax statue, like there are in Madame Tussauds – PMc said that she did not know how this would be done but would look into it. EM – said that she envisaged a small statue in the environs of where the original club was formed and PMc added that they are working with Manchester Marketing, who help promote such events in the city.

EM – informed the group of the actions of IIWPP, Chris Kirby, in having a book written on the more recent history of IW and that some articles have already been written and that Chris Kirby has agreed to carry on with her work on this project. PMc said that this could be quite expensive.

AP – mentioned the options that self-publishing through Amazon might be a possibility.

BV – Rashmi Sharma was asked to write and that, to her knowledge, only 75% of the book was completed.

SL – asked about the closing date for the book and if articles could still be sent.

EM – read to the meeting the report from IIWPP, Chris Kirby.

BV – said that to have the document be printed in India, where the costs would be 60% lower. Said that Rashmi had been asked to collect and collate the articles that have been / are being produced. Thought that it would be a good souvenir for the Convention and that thousands of copies would not be expensive, if produced in India. SL pointed out that the cost of shipping could be awfully expensive.

BV – stated that the book is not a history book, but articles submitted by IW members; ZF – pointed out that the previous books on IW had been very focused on GB&I.

11:50 – (SM re-joined the meeting)

EM - gave a recap for SM of the Convention logo, it's background and its design.

### [Testing vote February 9-16-2022](#)

ZF – the correct email addresses need to be established and SM added that she can speak to her NR to see what had been happening.

AP - pointed out that some NGBs have stated that they didn't receive the email, but Mi-Voice answered that they could see that the emails had been delivered, some had been opened, etc.

BV – suggested that an email from AP, stating that election dates, and that if they do not receive the mail, to check Spam folders and if not there, to contact IIW / Mi-Voice. Suggests that the format should be in bullet points.

AP – said that he would try to keep the instructions clear, and SL requested that the Exec be copied. Some of the NGBs have requested changes to 30% of their lists that were submitted in December and that for the process to work, IIW needs 'clean' data. Explained that during the test voting, there were circa 20 requests per day for changes. BV – said that in India, those clubs who do not receive links, they should inform by a certain date – could this be done in IIW's e-voting, AP said that a date, suggesting 15<sup>th</sup>, could be imposed and BV said that this needs to be stated in the letter.

## Wheel Can Cerv campaign correspondence

EM – gave a background to the impetus of the campaign from IW Philippines clubs. Recently, EM received a letter, requesting “... that through fund generation initiatives, with NGOs, local Government units and enterprises, the most marginalised and vulnerable women would be reached sooner. The Wheel Can Cerv programme will benefit from comparative funding, support from IIW and other IW clubs and districts worldwide”. Explained that when she endorsed the campaign, she did not commit to any funding, as this has never been done by IIW and that the Covid19 Fund was made up of the money sent from IW members.

BV – said that she was of a different opinion and that IIW should support good projects like this and in this case, it would be more that the project is sponsored by IIW. At a later date, if there are operational costs incurred at a local level, this could be a good use of IIW funds. This is especially the case with small NDCs.

SM – thought that it could be viable for some of IIW’s money being used for appropriate project, but would need to be supported by a proposal, with an amount being allocated each year.

BV – Said that she had submitted a proposal in 2019-2020, to start an Inner Wheel Foundation and had 200-300 women ready to commit funds to this, but it was not accepted by the Constitution Chairman. Said that thinking needs to change and to go for a Foundation, not using IIW’s money.

SM – it could also be a joint project for the whole of IIW; IW or IIW has too often ‘hidden behind’ other large organisations, e.g. UNICEF Fistula project

BV – there should be far more publicity generated by IW for the projects that they are doing; SM pointed out that this would not work in Norway, as they are more reserved, and it would be very un-Norwegian; it is a very rich country, and their projects tend to look internationally.

ZF – had been told about the letter being sent, and they have asked for help for this campaign, which has no cost, the screening of the women is where the costs are incurred. ZF gave a background to the ‘pins’ that are awarded for the level of donations that are given, which are highly valued by those who received them; the Foundation will match the funds that are being generated / donated. In the Philippines, an element of the Cap Fees is allocated for matching of funds, which is distributed to them differently to less wealthy clubs.

EM – would like to provide support, but this needs to be done within the existing parameters and how to work, Wheel can Cerv is a good example to give to the IW members.

SM – had informed her district in a meeting earlier in the IW year, but things were then closed down, so, nothing further was done. The situation in the Philippines is far worse there than in other countries and this can help foster international understanding.

## Covid 19 DVF extension - projects

EM – pointed out that £10,000 was sent to HAS, but there is now £44,000 still to be distributed; need to find an organisation who is providing vaccinations to those that cannot afford them. Suggested that some could be spent in West Africa, in a similar way to that which has been done for Haiti.

SM – IIW should not ‘hide behind’ other bodies and should work in partnership. Suggested using the clubs in Africa, e.g. Zambia, Zimbabwe, Malawi, etc., to identify suitable local partners.

BV – the definition of the fund was that it was for Covid, so, would need to contact all doners, to change the parameters of the donation. ZF suggested that the money could be used for the Covid pills which are coming on to the market.

BV – suggested that the BDs contact NDCs to find out what is needed locally and see how this could be used as a channel for fund's distribution.

SM – suggested that MSF should be approached, having seen their good work elsewhere, but AP pointed out that they did not want to move forward with IIW's donation and ZF added that Red Cross didn't not reply.

SL – suggested a news item about the donation be placed on website and ZF said that it would be done but were waiting for photographs for the article. EM said that she would go to the organisation that she knows in Padova, who might be able to provide further information on West Africa.

BV -suggested that the discussion on the D&R should be a separate meeting; SM added that people had been told that it would be discussed at this meeting, so, should go ahead.

23.02.2022

EM started the meeting and AP read the opening lines of an email that had been received from IWA. EM pointed out that the VP should now be the President, if, as SM points out, she is in a position to do so, with immediate effect. SL read out from the letter from IWA and that the VP had been asked to step into the role and the IWA districts and clubs had been informed.

SM – said that as Australia was being discussed, were there any comments on the letter she had drafted. BV – suggested that there are regional writing styles and that, the letter should be shorter, to improve clarity. SM said that this is her style of writing and the recipients have commented favourably in the way the information is conveyed. ZF – said that the letter had covered all the points that had been raised and SM added that it was not just for the original author of the letter, but to IWA NR, CC, etc.

There was a discussion regarding the letter from a Bulgarian club, regarding the Cap Fees that were returned by IIW and the payment methods and processes that could be used to satisfy Bulgarian national laws, IW Bulgaria protocols and IIW's protocols. SM pointed out that some are being asked to use their personal bank accounts, which she did not think was a good option and stated that a previous deadline had been missed by a very long way. The method of payment to the account, which the other clubs in Bulgaria had done, should be insisted upon for the three clubs.

BV – said that the clubs are making efforts to pay and therefore, it would be a difficult decision to withhold their voting rights; SL stated that the clubs had used the Cap Fees form, which is not sent directly to clubs, so, someone had given them the form. SM – said that previously in Bulgaria, payment had been sent directly to IIW; suggested a letter be drafted giving a final chance for the three clubs to instigate payment. AP asked what the deadline would be for the payment to be made, to be sent to the NR, payment to be made by 1<sup>st</sup> March 2022.

### [International Friendship Award](#)

EM – informed that another letter had been received from a member, suggesting the International Friendship Award, which recognises good works and is more achievable than the MGA. Mentioned

the Paul Harris Award, within RI and it was pointed out by SL and BV, that the individual pays for this, whereas, in Italy, the one received by EM was awarded by Rotary District 2060.

SM - said that she does not mind such an award, but it is not up to the Exec to decide, but it should be voted on by the IW membership. If the Exec agrees, the suggester of the Award, should write a proposal (or General Motion) for the Convention. BV – suggested that the Exec & IGB could decide to implement this idea, prior to it being accepted as a proposal by Convention. SM – said that could be used, but the purpose of that mechanism is meant to be for urgent matters; reiterated that the suggester should put this before a Convention. BV – questioned why there needed to be a wait of a few years for this idea to be taken on board and having gone through the MGA list earlier in the meeting, thinks that people are now taking it too lightly and it should be a highly regarded award and seen to be of value. The proposed IFA, could be an interim award. SL – said that today, Exec will spend an hour discussing MGA nominations, so, if Exec was to do the same for IFA, it would take days and that the IFA could be regionalised.

BV – asked why the President could not appoint a small committee, maybe IIWPPs, to go through this process on behalf of IIW Exec, for them to then ratify. SM said that all members need to decide on the acceptance that there should be an IFA.

BV – gave a further background to the Paul Harris award and that she had received 6 of them.

ZF – thought that the IFA could work and that the IGB could approve it, for ratification at the Convention, but the mechanics of this must be considered more thoroughly and referred to SL's suggestion of it being on a country-by-country basis and that they could be bought from IIW. SL said that it could also be between countries, but ZF was not in favour and thought that there needed to be criteria defined.

EM – asked for opinions; BV said that the suggester should be asked for further information about how she expected that this would work, with further details; SL added that the design should be by IIW and not an individual; it was suggested that the red rose should be used. EM referred back to a previous email, which had suggested a 'pin' which would be a red rose. SM said that she agrees to this, but, that it should be decided by the whole membership. SL suggested that it could be a good thing to launch at the convention and SM added that countries could be asked for their support and suggestions.

EM – asked for clarification on how it could be launched at Convention and SL referred back to the process that SL had outlined. SL said that it is to do with Friendship and should canvas opinion. EM summarised the actions – letter to suggester from EM re: details, then email (AP) to NRs etc., canvassing views and also informing BDs and canvassing their opinion.

## MGA

There were seventeen nominations for a Margarett Golding Award, of which, eleven were approved, one required further information to be provided and five were not approved.

EM – a bigger badge to make more prestigious, or maybe by adding artificial stones around the design. SL – wants some of the MGA criteria to be better defined, so that there is greater clarity as to the reason for the award, which ZF agreed should be done, e.g. the period of the services being done, it should be recurring, not just a one off. AP pointed out that there were many badges in the

office to be used up (approx. 100); SM suggested that they could be done for launch at the Convention. SL said that they should be used up before more are designed / procured.

Website Update (23-2-2022 11:00am)

YSC joined the meeting at 11:00am.

EM – said that the website needs to be updated and that there needs to be agreement on the statistics to be used.

YSC – the website doesn't have to be a report of the figures, it should be for promotion, so, "...over 108,00 members..." '... nearly 4,000 clubs...' and 100 countries. BV agreed with this, based upon the work done by Elizabeth Thomas and added to by SL. It was agreed that it would be ' over 100 countries.

EM – it had previously been agreed that the Covid fund would be run until the end of 2021, although this date has been revised to December 2022. This money will need to be spent once suitable organisations have been identified. YSC – said that the website needs to be updated, as it still has a call to action for donations; EM said that donations were no longer being asked for. SM – said that there should be an update for the website, e.g., the donation that has been made. ZF said that she would be submitting an article to YSC regarding the donation and would write to the NDCs to see whether funds were needed in their countries.

EM – Women Together photo should be updated and asked what had been done; YSC said that the photos should be renewed and be prepared to have a pool of assets. AP gave an overview of the creation of the website and the ongoing cost; YSC said that there needs to be an ongoing process of website maintenance and updating, to ensure the relevance of the website information.

EM – asked why the messages that she sends to website / Facebook (FB), have a further link that needs to be clicked upon; YSC displayed the relevant page for the group and explained the reason. If she was designing a website, where there is a link, it would be a standard colour, whereas this is not the case on the IIW website. Stated that the website, etc., is a tool for IIW's promotion, but IIW can have no control over what FB is going to do.

EM – joining IW, the link is broken and should be fixed. AP pointed out that the text in 'Starting a New Club', needs to be updated, as does the statement under 'Existing Clubs', which was agreed. YSC said that there needs to be a concerted effort proofreading the website and BV volunteered to help.

EM – About IW – said that the photo is old and needs to be updated, as it is from Copenhagen (2015) and needs to be updated. SM said that there were good photos from the Melbourne Convention. YSC asked for her remit, and it was accepted that this should be done and that the photos should be from IW / IIW. AP to follow-up with RMS, whether the number of countries, members, etc., could be updated from a single source, which YSC may be possible, but would need RMS intervention.

SM – said that there should be the history of the Covid fund, with the instigation of the fund to its status. ZF – outlined the purpose of the documents relating to the Covid19 project that are on the IIW website; SM suggested having another document, thanking those that had donated and show where the funds had been deployed.

EM – suggests that the photo for Women’s Rights should be changed and include a woman, not just girls and that there needs to be a general overhaul of the website. YSC said that as she goes through the website, she notices that the current four objectives are not reflected strongly enough. AP asked whether there was budget for photos and YSC said that it should be from current IIW assets.

EM – spoke about the House of Fame, which showed the IIWPPs, AP pointed out that it was there, under News and Features. YSC said that the rendering of this page may be problematic, as the name only appears when the cursor is positioned over the photo.

ZF – suggested that the gallery should be moved to the Members area, under Who’s Who.

EM – YSC asked whether the About IIW and IIW and the UN should be changed to IW in both instances. BV asked that time be given to consider this matter.

YSC – Elections Page was scant, and AP said that this would be populated with the Nominations Forms in early April, once the results had been published and added that the level of detail provided would depend on the Exec of the time.

EM – thanked YSC for all her hard work and value input and thanked the other Exec members for their comments. SM added that the members in her country were very appreciative of the great work that had been done.

### Logo and Theme 2022-2023

ZF - presented her Theme and logo for her time as IIW President 2022-2023, ‘Work Wonders’.

It was liked universally, and it was approved as the new Theme for 2022-2023.

EM - said that she was sure that VP ZF would have a successful year and that she would have the support of all of that year’s Executive and the theme would enable many projects to contribute to it.

### UN

EM – appointment of additional UN Geneva rep, with a good CV, she lives locally to the UN office.

SM – the criteria need to be better defined, if IIW is saying that it should be limited to those living in the country / nearby, as the expense could be large for IIW, given travel expenses. EM – could be allowed to live anywhere in Europe, but this cost could be reduced, as many of the meetings are now virtual. SM – if there are to be other UN reps, this should be discussed more broadly, as this would have an impact on IIW’s budgets, but, also, there are many capable women not living locally to a UN office, who could make a positive contribution.

ZF – suggested a meeting with the current UN reps, and things are easy due to the virtual nature. BV – said that she was with her for a whole day when she visited UN Geneva. EM – this was not an official shadowing and BV added that location should not be too much of an issue, as there may not always be people in the UN centres. AP pointed out that Brenda Lowe’s (BL) location would enable her to access low-cost airline flights from Luton / Stanstead.

BV - suggested that there should be some expenses allowable for travel for UN Reps; location should not be the overriding factor in selecting a UN Rep; the new appointees should do a few months as cover / shadow, for IIW to observe, up to 30<sup>th</sup> June and review after 6 months. Suggested that proposed new UN Reps could be asked to cover the costs of her travel / subsistence when going to UN meetings in Geneva, if appointed.

SM – said that she had been an observer at the UN for two weeks, which was very costly the country / sponsor of the trip. AP mentioned the application from a member from Cairo IW, which was sent via IIWPP, Phyllis Charter.

BV – said that IIW could not just restrict UN representation to European members, EM said that if IIW is to pay all expenses, the number of UN reps must be reduced. BV suggested that they receive a fixed amount, that would be used to cover their costs for their UN year and that Exec should try to calculate how much each member thought that would be appropriate, e.g., four meetings per year would be enough. EM – quoted from D&R document for UN Reps, which came from IIW guidance library.

SL – said that IIW must be careful to control travel costs, otherwise this could become a great expense. SM said that people cannot be expected to work as a volunteer for IIW and not have expenses reimbursed.

BV – suggested that the duration for time at the UN should be only one year, so that other people would be able to gain experience. EM – said that AP had provided email in September relating to UN Rep role -expressions of interest can be provided to the Executive. No other positions can be held in parallel. Statement of credentials, preferred venue etc to be sent to IIW for Executive consideration.

AP – said that the document quoted from was written under the Presidency of IIWPP Chris Kirby and EM said that she thought tenure should be three years. BV – said that most are doing jobs, attending UN and that 2/3 years should be enough. There was a general discussion regarding the experiences of visiting the UN and that it takes time to understand the ways of the UN and how it works.

BV – suggested that ZF make some proposed suggestions for discussion by the Exec. SM – said that the process should be transparent, that they should be nominated by the club, etc., BV said that the UN Rep should be nominated every year by the club, to District, then to IIW and that as there are three reps in Vienna – Ceja, Veronique and Ulrike, IIW needs to know what they are each focusing upon.

SM – could it be that the experienced UN Reps, e.g., Ceja and Martine could update ZF on what is needed and what would be recommended, as they may have valuable input. BV – said that the UN reps should be prioritising which sessions to attend.

EM – asked whether a nomination should be sent from Evi's club, AP to prepare email requesting this.

### Staff Liaison

EM – concerns which member of the Exec is to be in contact with AP & EH and it had been decided previously that Elizabeth Thomas would do this, as she had a good understanding of UK laws, HR practices, etc. This situation has changed, and it was suggested that all the Exec would be staff liaison. SM – there needs to be consideration of all working conditions, salary, etc.

### D&R

EM – referred to an email concerning NR role and D199 situation. EM thinks that this should be resolved in their country. SM added further background information and that there were inappropriate protocols used by some of the communications from some members in this matter. This issue re: NR roles was also reflected in other countries, which is why this was added to the agenda. EM – pointed out that there is a D&R on the IIW website, and the D&R were to be again amended and this was started last year but was not completed.

BV – said that in the last few years, there have been people in some countries who have been exercising excessive control, which diminishes the status of the NR and their standing. This may have an impact on IW membership; IIW should support the NR.

SM – added that a member in Switzerland wanted to stand as BD for the following year, but this was not put forward by the District which was extremely disappointing. EM – was invited to D199 last year, but it was suggested that this should be postponed until some in-country issues were resolved. BV – suggested that EM goes to see if she could arbitrate – SM added that they may have withdrawn the invitation, so that the NR did not need to be invited.

SM – said that there had been other comments made by others, e.g., that the MGA nominations should be scrutinised thoroughly before sending to IIW which would reduce the time taken by Exec to review them. SL – said how would the NR refer back and BV answered that it was a question of scrutiny, before it even gets sent to IIW. SM – said that the NR should also ensure that the Cap Fees are being sent when the Charter Application is made; BV proposed that all Charter applications should be sent to the Exec for approval first; EM – said that Charters should be sent to her, as it is her name on the Charter.

All Charter applications should now be sent to Exec for scrutiny. SL – added that the NR should ensure that all payments are sent via NGB, not sent directly and she should ensure that all information regarding contacts, roles, etc., for the country are kept up to date; this is especially important now that e-voting is being used.

SM – The NR situation needs mending.

ZF – suggested that a proposal was needed, and EM added some Countries with a National Board NR is a member, but in other countries where there is no National Council the rule needs to be changed so the NR is within the communication systems in the country.

SM – asked whether the proposal should come from Exec or from one of the countries experiencing a problem and it was agreed that it should come from a country. ZF – asked whether the NR would be part of the National Committee and SM brought up the case in Germany, with the number of districts there. Said that there could be a joint letter from Exec to all seven districts, motivating them to come together again supporting an NGB.

SL – wanted to know the number of Members at Large and BV suggested a letter to NRs, but she expected that there would only be a few hundred.

EM – Germany. She had been told by members at Copenhagen that they do not want an NGB but she felt that they are such a numerous membership country they should take up the NGB. SM – It is many years that they have not had an NGB. The longer they wait the harder it will be to resume.

BV – note for NR D&R, should be for each country to decide how it is to be done, in India, it may be translated into multiple different languages / dialects. IIW is not the correct body to coordinate the translation. EM gave her experience as the Italian NR, a role which she said she really enjoyed. BV said that the NR doesn't have to do the translations, these could be delegated elsewhere within the Association.

SM – had been told by an NR, that she thought that her role had become that of a translator. ZF – highlighted that how can the NR update IIW, if she is not involved at the National level.

BV – said that the NR report should be limited, so should be maybe one page. AP pointed out that there is a standard form, which is two pages, but sometimes the form is not followed. BV then related how the new logo and theme is released and publicised in India and this should be ASAP, to enable clubs to plan.

AP – suggested that the logo / theme be announced at the same time as the election results in early April, which was generally agreed upon. ZF thought that it could be done after the February Exec, but AP pointed out that sometimes the logos hadn't been a 'ready to go' form. BV said that she was surprised that IIW was to pay for the logo design, as she had paid for this from her own resources and had been told that IIW did not pay for this. AP pointed out, that based upon precedent, it should have been paid.

BV – said that there are young designers in India, who are going to be far cheaper than RMS; AP suggested that Yeok San's company could be invited into the competitive tendering process which has been proposed.

AP – mailshot, ZF said that Philippines had not been received either and AP said that he would chase up.

EM – AP to advise IIWPP Chris Kirby that she should progress with her work on the book, and it needs to be decided on whether to be printed or stay as an e-book. Whether there were to be photos and SM pointed out that a book without photos would be very dull; a coffee table book would also be expensive to produce. BV – they are celebrating their golden jubilee and their district has taken INR100 from each member, which will be a reserve for printing a souvenir book. Suggested that there should be £1 extra paid by each member to contribute to the production of the IIW Centenary book.

ZF – mentioned how difficult it was thought to be when it was suggested to levy £1 for the Covid19 fund; it had been suggested to EM that the Covid19 fund should be changed to donations to Ukraine, but, ZF has said that this could not really be done, as it had been donated for the Covid19 cause.

EM – asked what could be done regarding Ukraine and it had been suggested to her that any help should be towards Rotary groups too. ZF – read from a post that had been made and there were suggestions as to how funding could be provided. BV – said that money should not be sent to people's personal bank accounts and suggested asking the members what help will be needed. SM suggested a bouquet of sunflowers (showing solidarity with Ukraine) goes onto social media and EM pointed out that a message was on FB and IIW website last week.

ZF – gave more background on the comments made and SM added that funding will be needed when the country starts to rebuild. EM – there could also be the opportunity to help those who have become refugees, who need basics, such as blankets, clothes, etc. SM said that there could be donations and support to international bodies; EM – said that the clubs in the areas around Ukraine could be able to help. BV suggested that there should be a contingency fund that can be used for such situations and that there could be BDs nominated to provide support. BV – said that the IGB needed to be involved if funds were to be sent / used for Ukraine and that the money does not all need to be sent at once, as there will be long term rebuilding to be done. Suggested that the model used last year, which was used for the donations to Lebanon, could be used again, with several BDs involved in the coordination.

BV – suggested that there could be an amount held as a contingency fund, should other such situations arise; clubs from the nearby countries who are also affected, could have funds from this fund. SL said that the needs should be established before any funds are sent. EM added that there had been little Presidential expenses during the current IW Year. Therefore, she suggested a donation of £ 5,000 from her presidential budget. BV added that the same sum could have been added from her last year's budget to offer a donation of £ 10,000.

Write to Governing Body to get their agreement. SL asked whether it was to be sent as money or as benefit in kind. BV was adamant that there must be care taken to ensure that the support goes to recognised and reputable bodies; SM said that she would check with her son, who works for the Norwegian Government, regarding what support might be needed in Ukraine. ZF Not just limited to IW members but all those in need through relief agencies.

AP – asked their authority to email Pam McConnell re: logo's acceptance and all agreed.

EM – all D&Rs need to be gone through; BV suggested that all went through these and reviewed via email, before reconvening.

SM – provided feedback from her son, which said to use only recognised channels, such as UNHCR or ICRC. Form for submitting proposals, the way the C&H is written, they should use the same form, whether for new parts to the C&H or amending current C&H. EM asked why a new form was being suggested and BV suggested that the proposer should send what they think would be a better alternative. BV - IIW received many Proposals and Executive asked CC to respond to all those that were not accepted as well as those that were accepted. SM - If items are sent in before the deadline and can be corrected before the deadline this should happen. The deadline depends on the actual date of the Convention. It will be November this year.

BV – Pakistan had invited BV 17 -23 Mar and Apr 9-17 Turkey, with no charge to IIW. She has also had invitations to visit 4 n/d clubs and promised would not exceed her Extension budget.

BV – Carol Buchanan-Smith had written that although CC is elected each year for continuity, she should be in office for 3 years. SM said that it appears that individuals were concerned that there had been canvassing from within IIW Executive. BV pointed out there are no rules regarding canvassing now. BV explained her point of view and past experiences of interpretations of canvassing in IIW elections and stated categorically that she had not been canvassing for any candidate.

It was agreed that the D&Rs would be reviewed via email and then there could be a meeting to bring together the thoughts and update the documents. NRs had been reviewed earlier today and would be updated in due course. Comments to be sent and circulated by 17<sup>th</sup> March.

### Closing Remarks

EM offered to provide a summary of the meeting.

### Vote of Thanks

ZF – proposed a vote of thanks for President Ebe, for the efficient handling of the Executive meeting and for providing a friendly atmosphere where there can be free discussion for the betterment of Inner Wheel.

EM also thanked BV, SL, ZF and SM for their input, as often the President needs these suggestions from other sources, to enable the right decision to be taken and to AP for his input.

DRAFT