



International Inner Wheel

GOVERNING BODY MEETING

OCTOBER 2019

Minutes



Together
we can
2019/20





Governing Body Meeting

Governing Body Meeting - 2nd – 4th October 2019
Altrincham Town Hall, Altrincham, United Kingdom

Present	
Phyllis Charter	President
Bina Vyas	Vice President
Christine Kirby	Immediate Past President
Elizabeth Thomas	Treasurer
Corinne Dalleur	Constitution Chairman
Alan Phillips	In attendance Administrator
Board Directors	
Francine Beij Mos	Ebe Martines Panitteri
Lorna Bradley	Shad Masood
Bambi de Ceuninck-Leunckens	Margareta Momkvist
Zenaida Farcon	Nahid Nawaz
Patricia Mary Hilton	Sandra Neretljakovic
Yanislava Ilieva	Angelika Walde
Christina King	Margareta Wesslau
Marja Kyrola	Karen Winters

IIW President's Welcome to Governing Body Meeting

I would like to welcome you all to the Governing Body Meeting.

I hope you all had a trouble free journey to Altrincham.

Three Board Directors returning from last year and thirteen new members from around the world. What an Inspiring and Innovative Group we are for the benefit of International Inner Wheel.

Introductions of Executive and Alan, Administrator

Each Board Director introduced themselves, where they are from, their length of time in Inner Wheel (IW) and the roles that they have held. A common theme from all the experiences of Inner Wheel was appreciation of what they are able to contribute to IW and how the friendship and international understanding that it has given them has enriched their lives.

Light Candle of Friendship

May I remind you that as Board Directors you are elected members of the IIW Governing Body and are not representing your country.

We are at this meeting to discuss and work together as a Team so that decisions can be taken in the name of the International Governing Body. A problem shared is a problem halved – if any member has a query - please ask – do not take it home with you - we are here to learn from each other.

I must remind you all that matters/business discussed here at this meeting is confidential and I ask you to refrain from discussing the items once you are back in your country until the Minutes are officially published.

Let us be positive about the future of Inner Wheel - the word "negative" is not in my vocabulary. Together we can achieve so much more if we work as a Team and help each other.

I hope that as groups A-B-C-D you have discussed the homework that I gave you and I look forward to hearing your conclusions and discussions that will follow.

The theme for Thursday evening is "Dancing across International Borders". High Heels or Clogs we will have to wait and see!

Together we can ensure that Inner Wheel remains the world's leading Women's Service Voluntary Organisation, so let us make the most of our time together here at the Governing Body Meeting, whilst getting to know the Executive, your fellow Board Directors and how our head office works.

Apologies

There were no apologies.

Minutes of previous GB Meeting

A question was asked regarding why the media manager was not at the GB meeting. This is under review by Executive Committee, as to whether she should be invited as an observer.

Acceptance of the minutes was proposed by Francine Beij Mos and seconded by Margareta Momkvist.

Matters Arising

No matters to be discussed.

Correspondence

No matters to be discussed.



REPORTS

PRESIDENT PHYLLIS CHARTER

Following the Handover at Cresta Court the first 2019-2020 Executive Meeting was held.

All items discussed are recorded in the Minutes.

The first official function that I attended as President was to Charter a club in Spain – the Inner Wheel Club of Vigo – their sponsoring club was the Inner Wheel Club of Andorra, FAMAT. At the beginning of the celebration we were welcomed to Vigo by the Deputy Mayor. Many Rotarians and guests were invited to this special occasion and during the evening they brought greetings to the new club. The Founder President is Karen Laustsen. The members of the Inner Wheel Club of Vigo are a very active group and have already commenced fund raising with their Amigo Vigo Charity. Following the celebration we danced the night away.

At the beginning of July I attended my own District, District 10 Chairman Handover. I have also been invited to speak to several local clubs on the workings of IIW.

In August Alan and I travelled to Jaipur to meet with the LCC, as many issues and decisions had changed from the original meeting and agreement with the PCO. All details will be discussed with the Executive and presented to the Governing Body for a final decision or to obtain further information as legal matters are involved.

In September I attended the IWUSA 11th Triennial Conference which was held in San Antonio, Texas. The Conference is held in conjunction with the USA Foundation – the Foundation has been active for 30 years and provides artificial limbs for children that do not have insurance for the fitting of such limbs. Two very inspirational speakers spoke to the Conference – one being a young man – Pedro Pimenta who contracted meningitis at the age of 18 and to save his life had all his four limbs removed.

During the Gala Dinner a presentation of a Margarete Golding Award was made to Suzanne Robinson.

Directly following the USA Conference I attended the European Meeting which was held in Munster, Germany organised by Margareta Momkvist and Antje Vogel with a very good Team of supporters who helped with the smooth running of a very good meeting. 34 Delegates from 17 countries participated in discussions and many Delegates gave a power point or presentations on a variety of topics.

Following the European Meeting the first European Rally was held in Rotterdam, organised by Karin Van Helden, President of the Netherlands, ably assisted by her Team of helpers who organised dinners, walks, tram rides and a Gala Dinner on the final evening. A Symposium was held with four influential speakers. The European Rally is to be held every three years with the next one in Berlin in 2022.

It was wonderful to be in Croatia to Charter a new club – the Inner Wheel Club of Split Palmina – 13 ladies who have already commenced fund raising with a charity concert in conjunction with the Autism Society. This new club was sponsored by the IW Club of Split. District Chairman Maja, District Officers, National Representative (NR) Diana, Deputy National Representative (DNR), Club Presidents and members from neighbouring Inner Wheel Clubs, Rotary President from Split and Rotaract Chairman were all present to see Maja Medic, Founder President receive the Charter. A member of this new club is a classical/opera singer and she delighted us all with her singing during the evening. Champagne and canapes were served following the speeches and messages from Inner Wheel and Rotary clubs.

21st September was International Peace Day and a message was placed on the web.

I would like to thank Alan for his work involved in the organising of the Governing Body Meeting especially using a new venue.

VICE PRESIDENT BINA VYAS

United Nations

It was unanimously agreed by show of hands to continue with the current UN reps.

Non-Districted Clubs

I am happy to present my first Report on the Non Districted Clubs allotted to the 16 Board Directors for the year 2019-20.

As per the list provided by IIW Admin, and also the IIW Directory 2018-19, I sent out letters to all 16 Board Directors.

I sent a 1st introductory letter to all BDs in the first week of July. Sent the 2nd letter in second week of July explaining the duties & responsibilities of BDs and also enclosed a list on NDCs allotted to them.

Sent out 2 more letters in August and September as follow up on their work.

All Board Directors are doing good work and most of them have contacted their assigned NDCs.

A few are very methodical and have sent detailed monthly reports.

Almost all have established contacts with their assigned NDCs and are in touch with them.

There are many NDCs from where they have not received any response so far. Board Directors are following up with them.

The allocation of the NDCs by Bina is as follows:

IIW Board Directors	Non-Districted Clubs
Francine Beij Mos	Iceland; Uganda (2 clubs).
Lorna Bradley	Democratic Republic of Congo; West Africa (6 countries); Zimbabwe.
Bambi de Ceuninck-Leunckens	Spain (3 clubs); Martinique.
Zenaida Farcon	USA (12 clubs).
Patricia Mary Hilton	Malta; Malawi; Japan.
Yanislava Ilieva	Serbia (2 clubs); Albania (2 clubs).
Christina King	Kenya (2 clubs); Portugal (2 clubs).
Marja Kyrola	Guyana (2 clubs), Canada.
Ebe Martines Panitteri	Macedonia (5 clubs).
Shad Masood	Bahrain; Mauritius (2 clubs).
Margareta Momkvist	North Cyprus (2 clubs); Ukraine (5 clubs).
Nahid Nawaz	Thailand; United Arab Emirates; Taiwan.
Sandra Neretljakovic	Hungary (3); Bosnia & Herzegovina (2); Slovenia (2).
Angelika Walde	Georgia; French Guiana; Columbia.
Margareta Wesslau	Lithuania (3 clubs); Poland.
Karen Winters	Bahamas (2 clubs); Jamaica (3 clubs).

There was an open discussion regarding ND clubs and sharing of information, contacts and ideas; an example of working: Together we can!

It was requested that when BDs take over the ND clubs, they should be provided with a synopsis of the ND Club from the outgoing BD.

IMMEDIATE PAST PRESIDENT CHRISTINE KIRBY

The statistics on the number of Club closures and Club charters from 1 July are as follows:

Clubs closed: 2 (That IIW have been informed of)
Clubs chartered: 38

While the importance of increasing membership is generally acknowledged member retention is equally important and to that end I have prepared a letter with suggested initiatives to be forwarded to the relevant membership officers via their National Representatives or single Districts.

ISRAEL/EGYPT & JORDAN:

As a result of approaches made to me by District 95 Israel I have been exploring the possibility of bringing members of these two Districts together to share membership initiatives and peace projects within their region and demonstrating that the women from these politically sensitive countries can use the confines of our international organisation to come together in friendship. From discussions it has become obvious that, notwithstanding the very important IW objects, restricting the organisation for a gathering to these two Districts would not succeed. Moreover,

the organisation of any such event should take the form of a general gathering to be undertaken by a 'neutral' group. I have suggested that each District should take advantage of the many gatherings that are already organised on a regular basis and will be sending a list of those forthcoming gatherings that may be of interest to these members.

To this end the DC District 95 it is her opinion on this alternative which was also the experience of Israeli Rotary Governor, Alon Bendet.

As mutual wariness is ingrained between the members of these Districts, this delicate situation remains under discussion and seems to be a long term prospect.

ROTARY SATELLITE CLUBS:

It was as a result of an IW article forwarded to me from La Reunion that I became aware of these subject Clubs because the translation of the article implied that it was an Inner Wheel Club that was a satellite of Rotary.

It would appear that Satellite Clubs are established in preparation for participants becoming full members of Rotary further down the track. It seems to be akin to a Rotary apprenticeship.

Perhaps this initiative is something that can be discussed by the Executive/Governing Body in relation to:

- Those who want to 'try before they buy' membership to our organisation.
- Those who do not quite qualify for membership because they have not as yet attained the required 18 years of age.



MALAYSIA:

This District has expressed its dilemma in that it is made up of two separate countries - Singapore and Malaysia - that have different currencies and are subject to different Governmental requirements which, as things stand, makes the District's administration tricky.

Historically, there have been only 3 Clubs in Singapore and the District has been encouraging the creation of more Clubs on the island towards the establishment of a separate District. Last January, when asked about the separation into 2 Districts it was my recommendation that we should 'hasten slowly' - there should be more than the basic 4 Clubs so that there is a greater pool of members with a depth of IW knowledge and experience that will more readily allow it to participate as a District. Since that time IWC of Temasek has been formed - making it the fourth club in Singapore - which makes them eligible to be a separate district if they so wish.

However, the question of an NGB has now arisen and I don't know if Malaysia is ready to split and make more districts. I would hope that this is viewed as a long term objective.

The question is also raised about the health of a number of listed clubs in the existing district but I have been informed that experienced past District officers are working towards creating more clubs in the north and the south in order to create zonal districts.

In any event, this is the work in progress and I have offered to help if required and look forward to see what eventuates.

IWC CHORNOMORSK BLACK SEA / IWC MOSCOW:

This Club was hailed in July on Facebook by Olga Ruseva and her Club as a newly established Club. After checking with Admin and being advised no such Club has been chartered I enquired about it with Olga Ruseva, President IWC Odessa Black Sea. Having unfortunately received no response from Olga I contacted PBD Nelly Braetova who assisted Charter President Olga in the charter of Odessa Black Sea.

As the only information on this new Club from Nelly is that there are about 12 members and is being sponsored by IWC Odessa Black Sea, Nelly kindly wrote again to President Olga encouraging her to make contact with me to keep IIW informed of this new Club as well as the progress towards the proposed IWC Moscow that President Olga had told me in Syros is to be chartered in December. At that time I was also introduced to the proposed Charter President. It is a concern that:

1. The creation of new Clubs in this region is being left to recently chartered Clubs/members whose inexperience may present issues.
2. There is no regard for or perhaps knowledge of the procedures involved in the creation of a new Club.
3. There seems to be no interest in paying capitation fees as required.

To date I have again written to President Olga to congratulate her and the Club on the proposed charter of both Clubs. I asked for the dates of the proposed charters and offered to assist as and when required but have received no response nor any further information.

I suggest that IIW formally writes to Olga on these issues to determine what is happening and who is 'controlling' the Baltic Clubs and their extension initiatives.

NEW ZEALAND DISTRICT NZ 293:

Further to the advice received by IIW from NR IWNZ, Carol Haskett, about the imminent closure of District NZ293 I immediately wrote to the NR's generic address to offer support and in addition to my suggestions that might be considered by the members of District NZ 293 when taking such an important decision. I received no response either before or subsequent to the fateful District meeting and was grateful to subsequently receive emails from PP IIW Carole Young and IWNZ CC Annabelle Valentine who appraised me of the outcome of the meeting and posed a number of questions arising from the meeting.

When asked, I advised that my experience on the IIW Executive is that it is the recommendation/s of the NR/ NGB as to the drawing of District boundaries that is generally ratified by IIW. This is done on the basis that an NGB will have a greater appreciation of the physical and other obstacles that might hinder the seamless absorption of Clubs into an existing District. The question was raised as to how the Australian NDC operates and I was able to advise that in the instance of Canberra-Belconnen, when you analyse things it is actually run in a similar fashion to a District in that:

1. The IWA President makes an official visit annually.
2. The ND Club President presents/provides a written report of the Club's year at the annual IWA Conference.
3. Additionally, the ND Club is supported by the current allocated IIW Board Director (who is generally Australian).

CC Annabelle expressed her opinion that the members must want to adapt, and, while I agree in principle, I also believe that we should always look to remind members with the reasons why IW should continue as a significant part of their lives.

At each level of IW members need to also be reminded regularly that, in addition to asking like-minded women to consider joining IW, it can be each successful Inner Wheel Club or District project that presents an opportunity to attract new members. It is important to continually remind members that their Club's story and community service also has the ability to pre-sell future projects and support by demonstrating that Inner Wheel's community involvement is not only an exciting dimension but that it is well run and successful.



As a result of our joint discussions it is suggested that IIW needs to formalise something to refer to re “qualification to become Non-Districted” and “how it works” ...especially when there is a National Body in the country, that needs to be the point of contact (not IIW which is much too remote). Perhaps something along the lines of MAL (member at large) but with entitlement to vote in national matters (e.g. at Conference) is what is required. I also feel that, as in the instance of IWA, if possible the National President should include the NDC in her official visits to ensure the Club feels a part of a larger organisation and I would appreciate the advice of CC Corinne on this suggestion.

AUSTRALIA:

Like IW in New Zealand, membership in Australia is a grave concern and I shall be attending the IWA Membership meeting at the IWA Conference immediately after leaving these meetings to discuss strategies.

At the IWA Conference I will also be hoping to resurrect the IWANZ (Inner Wheel Australia and New Zealand) initiatives begun during my time as National President that might engender greater member interest across our region and result in increased support for our organisation.

ii-WHEEL

In the continuing work towards presenting the proposal to introduce this new membership category concept at the 2021 Convention I sought a suitably enthusiastic Club that may elect to second the proposal. After a false start and a number of meetings to outline this evolutionary proposal and ‘sell’ the concept to these established IW members I am happy to report success through the IWC West Harbour, District A53.

I have introduced both parties via email and wish them well as they continue to work towards their goal.

BOOK

Since arriving home from the last IIW Executive meeting and Changeover I have written to invite to those members as recommended by the Executive to collect/ coordinate the information to be collected in zones.

I have received very positive feedback on the project in principle and am working at an appropriate and manageable format for the Executive’s input and approval.

MEDIA MANAGER / EDITOR’S REPORT KIRSTIN JONSON

I am very honoured to have been elected to serve as the IW Editor/ Media Manager 2019-2020

At the end of June I participated (part of the meeting) in the first IIW Exec. Meeting of 2019-2020. In connection with the meeting I met Sandra Neretljakovic, the former Editor, the administrator Alan Phillips and the agency RMS and discussed

mutual work. At the meeting it was confirmed that Adm. is taken care of the IIW Web Site and the Editor is responsible for the Facebook. The material for Facebook should be collected from Exec. Committee, Board Directors, National Representatives, District Chairmen and National Editors. I have contacted all of them in a welcome mail July 13 including a Template to facilitate their reports. No overwhelming reaction so far. In the middle of September I have only got 24 Templates for the FB. Most of them from India.

The IIW Exec. Meeting accepted my idea to create a special Web Magazine. A test edition will be on the web at the end of September. I am doing all the work, collect the material, put it together and place it on the web. The magazine will only be available on the web. No costs for printing, distribution etc. This is a test edition. Read and discuss future publishing.

How about the prints? Should we produce (print and distribute) the Annual Magazine after a presidential year? Or should it be produced as a start, kick-off, for a new year and a new president?

Shall we print and distribute the Minutes from Board Meetings to all clubs worldwide or should we only publish them on our Web site?

During the last years I have noticed several questions regarding our Branding Guidelines.

I think they should be changed, clarified and expanded. They are not so easy to follow. Compare your own business cards! They must also cover local need worldwide. I am willing to take part in that work.

- It was agreed that the role of the Media manager / Editor would be further defined at the Exec meeting in February, when D&Rs are being discussed.

TREASURER ELIZABETH THOMAS (Report 2018 – 2019)

President Phyllis, Fellow Members of Inner Wheel

It is an honour to have been entrusted by the members to take on the role of Treasurer of our organisation. This is my first report to the Governing Body and it can be neatly divided into the past, the present and the future.

My first duty is to review the draft financial statements of International Inner Wheel for the year from 1st July, 2018 to 30th June, 2019. They have been audited by Royce Peeling Green Limited whose report can be found on Pages 8 and 9 and approved by the Executive Committee at its meeting on 30th September, 2019.

Page 3 summarises the Income and Expenditure and shows a surplus for the year after taxation of £102,089, much higher than budgeted. However after taking into account the advance payment of £15,206 for the 2021 Convention, the re-stated surplus amounts to £86,883 compared with the loss of £62,432 in the previous year which included the Convention costs.



Income increased by 1.7% to £390,308. Capitation fees rose by £3,936 to £376,636, which equates to approximately 1,125 new members. This figure is probably conservative as half-year capitation fees for new members have been received after the year end.

Sale of directories decreased to £7,735 but those of the new Constitution increased after the Convention.

Gross deposit interest rose substantially to £4,228 but this is still very low and I would like to see this at least doubled this year.

Expenditure expenditure was well within the budget. Publication and administration costs both decreased while accommodation increased. The breakdown of these costs is shown in detail on **Page 4**.

Publication costs were £23,000 lower at £75,744 due to the costs of papers for the Melbourne Convention. The Governing Body Minutes were higher but this was offset by savings in Convention-related items, newsletter and mailshot costs and lower directory sales.

Accommodation rose by £1,600 to £18,697, mainly due to the cost of repairs and renewals to office equipment while rent, rates, insurance, light and heat and depreciation are very much in line with the previous year.

Administration decreased by £24,000 to £192,932. Employment costs were over budget and reflect the salaries for our two administrators for almost a full year. Executive meetings, postage and telephone, ballot and nomination papers, ballot counting also rose but there were substantial savings in the cost of UN representation, Governing Body Meetings, Extension and visits, President's expenses, printing and stationery, computer, website and database costs and bookkeeping and other advice and finally bank charges. Meeting costs depend very much on the location of the delegates.

Page 5 the Balance Sheet shows an increase in net assets to £1,621,642, represented by the ring-fenced funds for office equipment replacement and convention business meetings and the general reserves.

Page 6, 7, 8, 9 set out the Notes to the Financial Statements.

Note 1 confirms the Accounting Policies.

Note 2 shows the value of the Fixed Assets, the office premises and office furniture and equipment after the usual depreciation. No purchases were made in the year.

Note 3 Debtors: the prepayments are for insurances and equipment leasing.

Note 4 gives the bank balances at HSBC and NatWest.

Note 5 Creditors: income in advance from directory sales and the accruals, payments made after the year end, mainly newsletter costs and audit fees. The Corporation Tax is higher because of the increased investment income.

Note 6 shows the Office Equipment Replacement Fund which is unchanged and totals £8,447

Note 7 gives the movements on the Convention Business Meeting Fund and the final balance of £79,571.

Finally, **Note 8** sets out the transactions on the General Reserve which totals £1,533,624.

I am delighted to end my report by confirming that the finances of International Inner Wheel are strong and healthy and will be able to support expansion of our organisation in the future.

This concludes the review of the Financial Statements for the year to 30th June, 2019 and I ask for its adoption.

Grateful thanks are due to my predecessor, Azahgu Annamalai, for her hard work over the past three years Ian Wynn of our Auditors, Royce Peeling Green Limited, for his professional services and to John Moss for his accounting assistance and advice over the year and in particular to me as I find my feet. I couldn't have coped without the invaluable help, patience and support of our Administrator Alan who has taken on the bookkeeping as well as his other administrative duties.

Elaine has also been generous with her time and experience. The friendship and welcome shown by my colleagues, Phyllis, Bina, Chris, Corinne and Kerstin has been in the true spirit of Inner Wheel.

Turning to the present, I am pleased to confirm that the Capitation fees for 2019/20 are slowly beginning to arrive and we are ready for another Inner Wheel year during which the main task will be preparing for the Convention in Jaipur in May 2021.

Questions were asked regarding Brexit and sterling. The situation has been monitored over the last 18 months and the advice of IIW's accountants is to maintain the status quo. Diversification into other currencies was discussed and it was highlighted that IIW did this previously, and is still registering a substantial loss.

The accounts were signed by Phyllis Charter & Elizabeth Thomas, revised signatories document will be signed before departure of GB.



BUDGET 2020 – 2021

Now we look to the future and to the year 2020/21. The proposed budget was approved by the Executive Committee at its meeting on 30th September 2019.

ESTIMATED EXPENDITURE

1. Governing Body Meeting Minutes: this has been well under budget for several years so it has been decreased by £2,000 to £6,000.

2. Convention Minutes/Agenda/Booklets/Proposal booklets/Voting Books: as it is a Convention year (Jaipur) it has been increased to £15,000.

3. Constitution and Handbooks: left unchanged at £2,500

4. Newsletters and Mailshots, including Postage: as this item was well over budget in 2018/19 it has been increased to £65,000.

5. IIW Directories: also under budget and decreased to £10,000.

6.-12. Accommodation: the figure for rates has been over budget since the purchase of the new office premises so this has been reduced considerably and total accommodation budget now £20,500 from £25,750.

13. Salaries: increased to take into consideration two salaries at the office and a cost of living rise.

14. Badges and regalia: slight reduction in budgeted figure.

15. President's lapel badges and banners: this has not been used for several years so reduced to a nominal figure of £500.

16. UN Representatives and Committee: reduced to £2,000.

17. Executive Meetings at HQ: unchanged at £25,000 – costs very much depend on location of Executive Committee. Meetings held at the office so no provision required for room hire.

18. Governing Body Meeting: slightly reduced to £30,000.

19. Extension – visits to Non-Districted Clubs: unchanged at £5,000.

20. IIW President's Expenses: small increase to £25,000.

21. IIW Vice-President's Expenses: over budgeted so lower at £1,000 available for travel to UN.

22. Extension Rotary Convention: no provision as IIW President has not been invited to attend for several years.

23. IPP travel to create new clubs: reduced to £2,000 (hope it will be used!)

24. Postage and telephone: over budget so increased to £2,500.

25. Printing and stationery: under budget for several years so decreased to £2,000.

26. Nominations and Ballot papers: unchanged at £4,000.

27. Leasing and maintenance of office equipment: under budget reduced to £4,000.

28. Computer expenses: also under budget and reduced to £4,000.

29. IIW Website and Database: increased to £30,000 as it may be necessary to upgrade the database.

30. Depreciation of office equipment: provided at £1,000 in case new equipment purchased in the year.

31. Audit and accountancy: over budget so increased to £8,000.

32. Ballot counting: slightly over budget in the previous year so increased to £6,000.

33. Bookkeeping: no provision as bookkeeping is now done in house by Administrator Alan.

34. Legal and professional fees: over budgeted so reduced to £1,000.

35. Indemnity insurance: this provides protection for Trustees and Executive Committee members – reduced slightly to £1,000.

36. Promotional costs: unchanged at £1,000 just in case but each country produces its own promotional material.

37. Bank charges: increased to cover costs of payments via NatWest Bankline.

38. Miscellaneous/general expenses: left unchanged at £1,000.

TOTAL ESTIMATED EXPENDITURE £364,000

INCOME

1.2.3. Capitation fees: Estimated income of £3.50 from approx. 109,000 current members = £381,500 plus new members paying both full and half-year capitation fees.

4. Sales of directories: decreased to £9,000 as over provided in previous year

5. Sales of Constitution and Handbook: unchanged at £1,000.

6. Interest net of Corporation Tax: I would hope to increase this substantially and have budgeted income of £6,000.

TOTAL ESTIMATED INCOME £397,500
ESTIMATED SURPLUS £ 33,500

I therefore recommend that the International Inner Wheel Capitation Fee for 2020/21 remain at £3.50 per member for a full year and £1.75 for the half-year.

This is the proposed budget for 2020/21 and I ask for its adoption.



Appointment of Auditors

Each year the Auditors have to be appointed for the coming year.

At the Executive Committee meeting held on 1st October, 2019, the following resolution was adopted:

Resolution to appoint the Auditors for the year 2020/21

The Executive has approved the appointment of ROYCE PEELING GREEN LIMITED as Auditors for the Financial Statements of International Inner Wheel for the year 2020/2021.

It has been resolved to appoint ROYCE PEELING GREEN LIMITED (RPG) of Stockport as Auditors of the Financial Statements of International Inner Wheel for the year 2020/21.

There is a proposed increase of Cap Fees from July 2021, from £3.50 to £4.00. This will be a proposal at the next Convention, which was supported by the majority of the GBM & Exec.

Appointment of Accountants / Auditors

The resolution for the appointment of RPG as auditors for 2020-2021 was supported by the majority of the GBM & Exec. The re-appointment of RPG was proposed by Elizabeth Thomas, seconded Christina King

Thanks given to Liz from the Exec for her hard work on the finances and research into making Inner Wheel members' monies more productive.

Leadership Training Initiative

Bina Vyas outlined her plans for a leadership training course that will enhance IW and the prospects for the organisation's future and for membership development programme that is suggested to take place in July 2020. It was important for IIW to professionalise the delivery of training and for it to be done on a one-to-one level.

There was a strong consensus that leadership training was crucial for the future growth of IW, although, as Exec & BD pointed out, they are guardians of IW members' money and the cost of a residential training course needed further research. It could provide benefits to not only the individual, their clubs and districts and to Inner Wheel a whole.

There followed a lively discussion, as many members had used distance learning / e-training methods in their professional lives and had found them very effective. These techniques were thought to be more cost effective, with a better long-term return on the investment spent and enabled the training to be delivered more conveniently in to people's increasingly busy lives. Also, using these type of training tools would be seen as more modern, for younger potential IW members, who may be reluctant to spare 4/5 days for a residential course.

Any e-training collateral could be customised for local needs and language requirements, thus enhancing the return on investment made by IW. Training of IW officers was done on a 'train-the trainer' principle by many NGBs and districts and it was requested that this be considered as an option, as it may be more cost effective for IIW and whether a single trainer (or use of regional trainers) would provide a better return.

Phyllis Charter summarised that all are supportive of Bina's proposal, but the delivery of it and the costs associated will need to be investigated further. Proposed budgets to be prepared for Feb Executive meeting.

CONSTITUTION CHAIRMAN CORINNE DALLEUR

Appointment of Trustees

Corinne Dalleur proposes Carole Buchanan (IWA) & Dr. Brenda Taylor; (GB&I) seconded by Patricia Hilton;

Appointment of lawyers

Corinne Dalleur proposed reappointment of the lawyers, which Karen Winters seconded.

Madam President,

Dear Members of the IIW Governing Body

Dear friends

What an extraordinary group of ladies coming from all over the world. I am really glad to meet you all. Some of you I know already for a long time, but these few days will give me the opportunity to exchange ideas and experiences with you ladies, I have never met.

My name is Corinne Dalleur and I am in my second year as International Constitution Chairman. It is a very busy job. I spend a lot of hours behind the computer answering questions coming from all parts of the world but I can assure you that it is worthwhile. Every day I learn something about Inner Wheel by searching for answers to questions. It is like putting a puzzle together.

Maybe it was due to the beautiful summer we had in Europe that I had fewer queries.

These are some of the questions I received during the summer months.

A National Representative wanted to know the order of precedence in a country with a National Governing Body, with 1 person being President of Council and a second person National Representative. Is the National Representative second or fourth in order of precedence? If it is not defined in the Bye Laws it is the fourth place, behind the President, the Vice President and the Immediate Past President.



During the European Meeting in Münster it appeared that several National Representatives, especially from young Inner Wheel countries, did not understand the function they exercise. The Duties and Responsibilities of the National Representative can be found on the IIW Website. One should first of all remember that the National Representative is the link between the District and the International Governing Body. She receives, translates and sends all communications.

OTHER EXAMPLES OF QUERIES

Is it allowed to have the function of President of a Rotary Club and at the same time a function in an Executive Committee of an Inner Wheel District? Answer: Yes, you can be member of two service clubs and have a function in each one.

Is it possible for a District Committee to submit the nomination to IIW of a person who is currently District Chairman for the election of Board Director 2020-2021? No, she cannot have two functions, Immediate Past Chairman and Board Director.

These examples are easy queries. There are questions which are much harder to answer.

New Bye Laws or modifications of existing Bye laws sent by National Governing Bodies (NGB) arrive on my desk. I read them, make notes and send them to the IIW President and Vice President, the two other members of the Constitutional Committee. The decision to approve Bye Laws is a decision taken by all the members of the Executive Governing Body, after having heard the advice of the Constitutional Committee.

The most difficult part of my job is trying to solve internal Inner Wheel problems which occur in countries, districts, and clubs or between members.

As everyone knows in less than eighteen months many of us will attend the IIW Convention in Jaipur, India. The last weeks I received Proposals submitted by National Governing Bodies, District Committees and Clubs, to change the International Inner Wheel Constitution.

All the Proposals received have to be checked:

- Has the form been properly signed?
- Are the District Minutes attached in which is recorded that the Proposal has been submitted for information?
- Is there a motivation added to the submitted Proposal?
- Are there similar Proposals?
- Has a Proposal been submitted during the last two Conventions?

A lot of work, but as I said before, if you like putting puzzles together, it is ok.

This brings me to the possible Proposals of the IIW Governing Body I have sent you some time ago.

Let's discuss them.

Ladies, it was a pleasure for me to give you an inside view of my daily work as Constitution Chairman.

The above points were proposed and accepted unchallenged.

BOARD DIRECTORS' REPORTS

The Board Directors' allocation of Non-Districted clubs has been outlined within the report of the Vice President.

Each BD explained the background to their clubs and the extensive and varied methods that they had used to make contact with their ND clubs. Some of these potential connections have not been able to be made, but, where they have, they have seemed to be very welcome and rewarding.

It has again been requested by BDs that they are provided with a 'handover' document when they start, which provides the contacts, contact details, contact history from the outgoing BD.

NR REPORTS

Based upon the information that was provided in the NRs reports, there were 78 news clubs formed, with the loss of circa 9 being listed.

There were nine countries whose NR did not submit a report

BOARD DIRECTORS' GROUP TOPIC

Phyllis allocated each BD to one of four groups, who were assigned two topics, to discuss prior to the GBM and prepare a presentation for the meeting.

GROUP A

The 'Adorable' Group (Margareta M, Patricia, Marja, Nahid)

CANVASSING

Voters are knowledgeable;

- They know and decide who to vote for; Blatant misuse of social media puts voters off.
- Definition of canvassing was requested? Phyllis explained that there is not a ban on attending events, but it is expected that members are circumspect about their behaviour at events.
- It was also mentioned that the Exec is only trying to ensure that the C&H is adhered to, as this is what the members have agreed to.

LESS BOARD DIRECTORS AND MORE GOVERNING BODY MEETINGS PER YEAR?

- 16 is the optimum number for the IW membership base at present.
- Utilise technology, virtual meeting at the start of the IW year.
- Would fewer Board Directors taking decisions for IW be less democratic?



GROUP B

The 'Beautiful' Group (Ebe, Lorna, Sandra, Zenaida).

NEW GENERATION CLUBS

IIW Future – 'inneract' clubs targeting younger women, 18-30, e-meetings and they are very internationally focused, similar to IW as a whole;

- Women in 40s – 50s – CONNECT, LEARN, GROW.
- 'Youth' clubs up to 18; could be school based or community based; good for their CV, which this generation are always aware of.
- A lively discussion followed that the above ideas could be methods to enable extension, what actions are being taken in different regions and how these could be applicable in different parts or the world. There would need to be a proposal to Convention to amend the C&H to enable 'youth' clubs to be brought into existence.

DIVIDE THE WORLD INTO POSSIBLY 4 ZONES WITH ROTATION OF NOMINEES FOR PRESIDENT?

Analysis of where membership is and where IIW Presidents have come from;

- Philippines have used rotation for their presidency for the last 35 years;
- It was suggested that the voting should be based on the best candidate, irrespective of where they are from.

GROUP C

The 'Charming' Group (Angelika, Francine, Shad, Karen)

ELECTRONIC VOTING

- What is it?
- Voting at Convention, or voting for BD / Exec, etc.
- Agreed it would be good for Exec / BD etc., but for convention would be more problematic. Initial definition of voting rules would be a one off cost, but the hire of equipment would be a recurring cost.

ROTATION OF NOMINEES FOR BOARD DIRECTORS FROM EACH ZONE?

- With more involvement of BDs, learning more about IW
- What is the objective of deciding into zones and how many should this be? What about the zones with no NGB?
- There may be potential candidates who have the appropriate experience, who do not have an NGB, therefore cannot be put forward; would need a change to be made to Constitution.

GROUP D

The 'Delightful' Group (Bambi, Christina, Margareta W, Yanislava)

MEMBERSHIP GROWTH

- Active and involved members – act as the best ambassadors;
- SWOT (Strengths, Weakness Opportunity, Threat) analysis feeding into SMART (Specific, Measurable, Assignable, Realistic, time-related) objectives

E - CLUBS

- A normal club is the same as other clubs, but just the location of the meeting;
- Many pros for younger and more IT engaged women, who are time poor;
- Does the friendship aspect of IW membership be transferred to an on-line presence?
- What will be the process and procedure to create an e-club?
- How would this fit into the IIW structure? How would e-clubs be able to deliver projects, as opposed to just doing on-line meetings?

There will be interactions with the 'physical' world too! Club in IWNZ does all its communications via e-methods, but, when their physical meetings are to do projects.

This sparked a lively discussion and agreement that it was a way forward, that there were challenges and that it could be a great method to enable expansion. Could there be 'members at large' clubs?

Phyllis pointed out that this will involve great changes, so, the question is, are you ready to change?



VOTING FOR CONSTITUTION CHAIRMAN

Congratulations were given to Corrine on her re-election as CC

OFFICE ADMINISTRATION

There were no points raised.

CONVENTION 2021

The bid that was accepted by GBM in Melbourne was from MCI, a long established PCO. In April 2019, a new entity, Elysian was presented as the organisation to which IIW would be contracting. This was former employees of MCI, who had worked with IW India / LCC on bid preparation and delivery of the convention. Elysian has a very good relationship with the current LCC and it should be noted that they have a thorough and comprehensive understanding of IW and what needs to be delivered for a successful IIW Convention.

This new contract was submitted to IIW without explanation of why the entities had changed. This has potential risks to IIW, including reputational damage.

The employees of Elysian had successfully delivered several Rotarian conventions / events in India, although this was with resources of MCI behind them.

The IIW Exec., given their concerns and to protect the members interests, decided to take legal advice, the key conclusions of which were shared with the Governing Body.

Therefore, the Exec asked that the Governing Body consider and the following options and agree the way forward:

- Stay with Elysian, with further control added by IIW at the LCC;
- That IIW should revert to the original PCO bidder, MCI;

The result of the vote after extensive discussions was that the second option was accepted.

PROPOSALS TO CHANGE THE CONSTITUTION

There were various proposals discussed by the Exec and BDs and those accepted will appear in the forthcoming Proposals Booklet.

THANKS GIVEN

Thanks given by Christine Kirby for their friendship and everyone's contributions over the last few days, as she had to leave to reach another IW meeting at home in Australia.

OPEN FORUM (1)

Minutes of the meeting to be provided to the BDs a couple of days before they are sent to the NR;

Could the GBM meeting be held in the country of each year's president's country? Possible, but logistically difficult.

Can members visit the IIW office? Yes, as long as they give some notice, please!

Request for clarification of how International Inner Wheel is to be used – letter will be issued to NRs, as this was discussed at Exec.

LEADERSHIP TRAINING PROGRAMME

Bina highlighted that the programme would be to the great benefit for the future of IW worldwide and that there is an opportunity to professionalise IW, as the organisations heads towards its centenary. All association's presidents and if not NRs to be invited; Twin sharing rooms was suggested to reduce costs and build companionship. Airfares would be paid, but, only provide subsistence on a B&B basis. The costs associated with this would be 'work' related, whereas when members choose to attend rallies, etc., it is their choice and therefore their own budget.

It was stated that it would be difficult to vote on this proposal if the potential cost was still unknown.

Training members, who may only be in position for a short while, was questioned. Also, it was asked whether this to be done on a regular basis, as the turnover of IW officers is done on a regular basis. It was enquired whether the decision taken at the GBM would be the future strategy for IW or just taking a decision for Bina's presidential year.

The cost of the trainers – Bina said that these will potentially come from various regions. Who trains the trainers, when and at what cost? Who would be the trainers – it was stated that they would be IW members from around the world.

Further information on the content of the course was requested. If this is teaching of the C&H, the people who have reached the level whereby they would benefit from leadership training, they would be expected to know this.

It was stated that the attitude needs to develop to be more welcoming to new ideas and innovations. The collateral will be shareable via the website, after the events have been delivered. This will enable IIW to get a longer term return on investment in leadership training.

Instead of a top down approach, it was asked whether it would it be better to deploy the training materials at club / districts level; stress testing the collateral on an ongoing basis and its effectiveness. Cost of translations was raised and it was pointed out that IIW does not pay for translations at Convention.



All were supportive of the concept of life-long learning:

The content of the course needs to be seen before there can be a commitment to it.

Those attending the courses have a huge breadth of life and business experience and are likely to be 'leaders' in their clubs / districts already.

It was also pointed out that there are cultural differences between what may be acceptable to members in one part of the world, to what is expected in other parts of the world. It was highlighted that bonding through shared accommodation is not really the objective of a leadership course, but a potential associated benefit.

It was suggested that the leadership training could be done as part of the Convention, or an addition to it. Or it could be done as part of regional rallies or national conferences.

Further information was requested about the cost of creating training modules to be deployed onto the website, as part of an overall cost / benefits proposal of various options: online modules, train the train; regional trainers, locations for residential, shared rooms, ad nauseam.

It was agreed that an e-meeting would be held with the GB after the February Exec, to discuss and vote upon the various proposal options.

OPEN FORUM (2)

Process of chartering was mentioned in the previous minutes. Corinne explained that the guidelines are there to be helpful; Phyllis outlined that the new clubs can often benefit from the experience of, for example, District Treasurer, of the financial aspects of being an IW Club and IW member.

There was a lively discussion about how the charter ceremonies were carried out in different countries.

It was explained that the GB do not receive the full minutes of Exec, as there are topics and issues discussed that require sensitivity, as the Exec endeavours to reach a resolution.

IIW PBD meeting – this was not an official meeting and therefore the minutes will not be circulated and will not be published on the IIW website.

Any meetings not organised by IIW are 'private' meetings and therefore should not be utilising the International Inner Wheel name. Admin will issue a letter to all NRs regarding the appropriate use of the term "IIW" and International Inner Wheel.

There was a discussion regarding the difference in roles and responsibilities of the National Representative and District Chairman, which it was agreed would be further clarified at the Exec meeting in February 2020.

There was a general agreement from the BDs that they would appreciate from the outgoing BDs a brief report, including

contacts, actions, etc., from the NDs that they have been working with in their year. To be added to BD's D&R at the Exec meeting in February 2020. To be added to VP's D&R that they should précis their BD's reports for the incoming BD in the new IW year?

Definition of Rally, symposium, etc., would be provided in due course by Corrine.

The availability of the logo and theme was discussed and Phyllis explained the timeline and process for NGBs, etc., to receive this. Caveated that out of respect to the incumbent president that it shouldn't be used, but IIW realise that it needs to be circulated that that things are "ready to go" at the start of the new IIW year.

ANY OTHER BUSINESS

Thanks to Amir (A/V) and to Roy (Custodian of Altrincham Town Hall) for their hard work and patience.

Roy then quoted from "Robbie Burns", and also said that he'd never heard of Inner Wheel before the meeting, but, was impressed by the good work being done and camaraderie that was evident.

CLOSING REMARKS

Thanks to all for their contributions, humour and friendship. Thanks to all the Exec for the help and guidance we all look forward to Zooming with you!



NOTES

A series of horizontal dotted lines for taking notes.



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