

The International Ringing Cedars Association

Committee meeting # 11 (via Skype)

Date: 01-18-09

Time/duration: 17:00 to 19:02 GMT

Committee: Chairman – Liz Ashley
 Vice Chairman – Nara Petrovic
 Secretary – Steven Amey (minutes)
 Public Relations – Peteris Spels

Apologies : Connection with Nara was lost a few times during the meeting.

No.	Subject	Action // Who / when?	Comments	Action
1.	Minutes of last meeting/date	<p>Liz was unable to view the minutes due to computer difficulties.</p> <p>Peteris stated there was need for a correction in the minutes.</p>		<p>Peteris will send his revisions of the minutes to Steven for correction.</p>
2.	Constitution	<p>Liz recounted her research work from earlier in the week on matters such as charity commission documents, model memorandum and articles of association for charitable companies as well as ones for a non-profit organization.</p> <p>Peteris shared his work as well and commented that companies can set themselves up and then apply for a charitable status.</p> <p>Liz suggested we set up as a non-profit using guidelines from the charity commission in our articles of associations, memorandum of association. This way we have already met the guidelines for charitable status.</p> <p>Liz also stated the importance for a thoroughly sound constitution and statutes so the governance of the IRCA is done properly. This way we will be able to hand over a “water tight” company to the new directors. All the background work must be comprehensively researched and properly</p>	<p>Liz commented on the importance of having the proper mental attitude when going through all the legal work to be done.</p>	<p>Peteris will handle translation of the Manifesto, either himself or through a translation bureau if necessary.</p> <p>Liz will continue collating all the information sent by her and Steven earlier this week via e-mail regarding the constitution and the statutes.</p>

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		<p>registered.</p> <p>Liz asked the committee to review the charitable companies’ models she sent everyone. Liz has been reviewing the articles contained within in them.</p> <p>Liz was also reviewing the job descriptions Steven sent earlier in the week for trustees, directors etc.</p> <p>Liz stated she will continue to work on the constitution and statutes to prepare them for registration.</p> <p>The committee agreed the Manifesto is functional as it is, but will perhaps be expanded on in the future by members of the IRCA.</p>		
3.	Membership	<p>Liz told the committee of her work this week studying membership matters.</p> <p>Liz stated the need to iron out the criteria of the different statuses of membership.</p> <p>Nara commented that he has been doing a lot of work on membership and will share it with the committee.</p> <p>Liz spoke of the importance for getting lots memberships for the purposes of income and expenditures for the upcoming conferences.</p>		<p>Liz will extract articles of use to the committee for membership from her research this week and will email them to the committee.</p> <p>Nara emailed everyone his draft membership form during the meeting.</p>
4.	Registration	<p>Peteris stated that we are legally allowed to register only when we have a written permission from Vladimir Megre allowing us to use the words <i>Ringing Cedars</i>. Then we can proceed with</p>		

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		<p>registration.</p> <p>Liz noted that we must continue on with all the other work until we have permission from VM.</p> <p>Liz explained the reasons for the need of 3 signatories for bank account. If one signatory is unavailable, that still leaves two other signatories who are legally able to process things that need to be signed off. You don't always need 3 signatures for everything. You only need the signature of one of the 3 signatories.</p>		
5.	Funding	<p>Nara said Marjana will send him information regarding her research on open money systems which will then be shared with the committee.</p> <p>Liz stated that she suggested HSBC last week because it has the most numerous international branches, she's also happy to deal with a small "green" bank. They just have to be able to handle electronic payments. Liz also went on to say that the more we can support alternative banking systems the better.</p> <p>Liz noted that she also likes Triodos - the Dutch "green" bank. They invest in sustainable and "green" projects.</p> <p>Peteris stated the value of finding a bank that offers inexpensive international transaction.</p> <p>Liz noted that the cost for international transactions is very reasonable and at the moment is 10 pounds in HSBC.</p> <p>Nara stated that more small banks</p>		

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		<p>now operate globally.</p> <p>Liz noted that banks can always be changed later. We just need something to get started.</p> <p>Liz suggested finding 3 or 4 banks and deciding on the best one in the next few weeks. This can go along at the same time with the registration.</p> <p>Liz informed the committee that all the information regarding banking has to be in the minutes. The banks will want to see the minutes, and they will want to see who the signatories are. So, there must be mention of all this in the minutes before they will open accounts.</p> <p>Liz stated that we must be careful to not to be prevented from going forward due to a lack of funding.</p>		
6.	Organisational structure of Association	<p>Liz noted that the information on job descriptions and structures etc sent by Steven earlier in the week may be a useful reference.</p> <p>Liz stated that it will be of value to have in our governing documents as to what kind of directors we have, how they are voted in, what criteria, what their job details are while still leaving them as open as possible and at the same time keeping them tied into the objectives. We must set a good example in a written format. If these matters are overlooked it progressively weakens the company as time passes on.</p> <p>Liz also reminded the committee to keep in mind what strategies we put in place to achieve our stated objectives.</p>		

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		<p>Liz suggested we just start working with job headings now and drill down and make the best of the time that we have.</p> <p>Peteris stated, that at this point it is important to prepare major guidelines of the governing order.</p> <p>Liz responded by saying that we put in recommendations and can leave work to be finalized so at least those coming in will know what has to be concentrated on.</p>		
7.	Website	<p>Liz noted the potential usefulness of Steven’s research earlier this week regarding data base for the organization that GEN uses. Information that can be useful to the IT team etc.</p> <p>Nara informed the committee that Marko would get the website up by the end of the week. (Marko had the homepage up Wednesday).</p> <p>Nara said Marko needed text in Russian and English.</p> <p>The forum will be enabled first with the subpages not being that crucial for the moment.</p> <p>Liz was pleased and said that it will be good to have a place to put up all the work we have done this far.</p> <p>Liz suggested that since we do not have legal permission to use the words <i>Ringling Cedars</i> that perhaps for now we can use the title IRCA for our homepage.</p> <p>Nara suggested that we will do well to have some sort of logo, a</p>		<p>Marko said he would have the website up by the end of the week.</p> <p>Steven will offer some logo suggestions.</p> <p>Nara will send the committee a link to some of his and Marko’s logo suggestions.</p>

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		cedar branch or pine tree perhaps. Steven suggested a cedar cone.		
8.	Volunteers / Help	<p>Liz stated that now it's time to start bringing people in as volunteers not only because of the work load but also because of the benefit of working with other like-minded individuals for the sake of a common goal. This will show that the work we have been doing actually has support. If we have volunteers from different countries they can help get reps etc.</p> <p>Nara commented that the website will be very helpful in attracting volunteers.</p> <p>Peteris told the committee that Dimtrij from Belarus is supporting the committee as well.</p> <p>Liz also noted that we will need volunteers for translations re: the April meeting in Slovenia.</p> <p>Nara said he could arrange for recording of the April meeting.</p> <p>We need translators who are available for the April conference.</p> <p>Liz stated that good translators are going to be an ongoing need so we need a bank of translators we can draw from as needs arise.</p> <p>Nara told the committee that Tatiana is the instructor of the University students who are helping with the organization of the conference and she is being of great help in organizing the conference.</p>		
9.	Ringling Cedars Spring Conference	Nara told the committee that the Slovenian conference organizing team may be able to get		Nara will send a list of the Slovenian organizing teams needs to the

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		<p>sponsorship for the conference.</p> <p>The committee agreed with Liz’s suggestion that everything from the conference be recorded.</p> <p>Peteris recounted that the recording costs for the Turkey conference was 10,000 dollars.</p> <p>The need for translators who can provide simultaneous translations was discussed. Peteris most likely will be unable to do this due to his participation in the conference meetings.</p> <p>Peteris said the rate for translations is 10 pounds per page.</p> <p>Peteris sent everyone an email to review regarding the April meeting.</p> <p>Nara said that the Slovenian team needs the information for our order of the organization of the conference with all the details so they can do what they need to do.</p> <p>Nara informed the committee that the need for a name for the conference was urgent, so that the university students could begin their work.</p> <p>Peteris suggested the committee discuss possible names for the April conference immediately.</p> <p>It was agreed and names were discussed.</p> <p>Peteris suggested the committee come up with two suggestions for conference names and submit them by Monday.</p> <p>Everyone one liked Nara’s suggestion <i>The Ringing Cedars Spring Conference</i>.</p>		<p>committee.</p> <p>The committee will read Peteris’s email re: the conference.</p> <p>Nara agreed to send his interpretation of the suggested 5 simple rules to the committee.</p>
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		<p>Peteris noted that we may do well to stick to words that create images that translate easily, for this reason the word <i>spring</i> works nicely.</p> <p>Liz noted that when invitations are sent they will see that it is a working conference.</p> <p>Peteris asked Nara his thoughts on whether the publishers seem to have any desire to meet. Nara said he feels they would really like to meet, and discuss all the things that are “in the air”, so to speak.</p> <p>Peteris suggested that the invitation should describe the goal of the conference as being to collate all the interests and opinions towards IRCA of those attending. What’s the opinion of the publishers, distributors, Vladimir Megre’s opinions, and that of the Kin’s Domain’s representatives. Then all this information will be recorded so that those who will be elected to board positions can prepare a program because they will know all the issues that need to be addressed.</p> <p>Peteris suggested the first day everyone can express what their concerns are. The next day everyone can come together and work on some guideline documents to for the newly elected board, regarding the existing questions. And on the last day we have finalization.</p> <p>Liz agreed with Peteris and suggested everyone presents their problems then works on their own way of arriving at a solution. And</p>		
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		<p>the board members can further their cause.</p> <p>Peteris agreed with Liz and reminded everyone that we are an organizing committee and do not have the mandate to deal with all the various issues.</p> <p>Nara recounted his experience at a previous conference where the first day there were no rules. This frustrated everyone and by the second day they were ready to work with the facilitators, using 5 simple rules for the sake of productivity. Nara suggested forgoing the day of confusion and using the 5 simple rules for mediating the conference proceedings right from the first day.</p>		
10.	RC Summer Conference	<p>Peteris suggested the best country for the conference in July may be Slovenia.</p> <p>Steven said were already having the April conference in Slovenia, so we will already have experience setting things up there as well as the team who is helping set up the April conference.</p> <p>Liz agreed with Peteris’s and Steven’s points but noted that we must be careful not to be exclusionary in this matter. We must offer the opportunity to others who may wish to do the work to offer their country for holding the conference.</p> <p>Nara agreed with Liz, and suggested to raise this question with those who will be attending the conference in April to receive</p>		

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		<p>their input regarding the summer conference.</p> <p>Liz also noted the care that must be taken when considering handing over in part, the organizing of such an important event as the summer conference potentially into unknown hands.</p> <p>Peteris said he does not see any point in sending out requests for places to hold the summer conference at this point, as it is too late and risky</p> <p>Peteris went on to say that it was important not to block people out especially regarding all the documents the committee has prepared, all these should be seen by everyone and open to improvement and suggestion. This is the point where we must get input. The committee has to organize the conference, and for this reason it seems at this point Slovenia is the best option for the conference.</p> <p>Liz noted that Peteris had strong points.</p>		
11.	Any Other Business	<p>Nara noted that if we are going to the GEN meeting in July we have to coordinate it with the summer RC conference. The GEN meeting is on the 11th to the 16th of July.</p> <p>Peteris suggested that the Committee go to the GEN conference and tell them of the RC conference and invite them to attend.</p> <p>Liz spoke of the importance of Mr. Megre’s sanctification of our</p>		Peteris will send the Russian translated version of the manifesto to Dimitrij for his suggestions.

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		<p>efforts, in light of the world crises.</p> <p>A reply to Anton’s letter from Canada representing VM written by Dimitrij was sent from Belarus 01-13-09 to a postal address for Vladimir Megre.</p> <p>Peteris informed the committee of the ability of Dimitrij to aid the committee. However, Dimitrij understands Russian only. So, attending committee meetings will be difficult for him. Peteris suggested translating documents to Russian (which will need to be done anyway) and sending them to Dimitrij for his suggestions and input. Since the committee is in agreement on the manifesto being completed Peteris suggested getting it translated and sending it to Dimitrij.</p> <p>Due to the completion of the manifesto the subject- <i>Goals</i> was removed from the agenda.</p>		
12.	Next meeting	The next meeting will be held on 01-25-09		