

The International Ringing Cedars Association

Committee meeting # 12 (via Skype)

Date: 01-25-09

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 : Liz was unable to attend this weeks meeting.

No.	Subject	Action // Who / when?	Comments	Action
1.	Minutes of last meeting/date	The minutes of the previous meeting were reviewed and await Liz's approval.		
2.	Constitution	<p>Peteris informed the committee that the Manifesto has been translated to Russian and sent to Dimitrij for his input.</p> <p>Nara suggested that in the statutes you need put only the minimum board members that the law requires.</p> <p>Peteris mentioned that it is important to have guidelines for work coordination between organisations and branches in different countries. And it has to be mentioned in the statutes that all member organisations in other countries have to work according to the local laws and regulations.</p>		
3.	Membership	<p>Nara informed the committee that he has been working on membership criteria etc.</p> <p>It was agreed that there are some things lacking/missing from membership.</p> <p>Nara stated his thoughts that what is missing from membership will emerge along with the statutes.</p>		Nara will send his suggested text on membership to the committee.

No.	Subject	Action // Who / when?	Comments	Action
4.	Registration	<p>It was discussed that should we not be able to register in the UK it may be good to consider registration in Slovenia to keep things progressing.</p> <p>Nara shared his thoughts on the importance of the formation of the IRCA despite any obstacles that may come our way. The committee agreed with Nara's thoughts.</p> <p>As well, Nara has some experience with registering an organization in Slovenia, and resources for doing this as well. Should this be necessary, Nara can use his prior experience along with points from Liz to register in Slovenia.</p> <p>Nara recounted the experiences of his friend who wanted to establish a charity trust. The registering for this was very difficult. So, they decided to make it an institute for education, this was less difficult in terms of paperwork etc. However, Nara still feels that an association is more appropriate for our needs.</p> <p>Peteris and Nara shared that it is the same in Slovenia as well as Latvia, when you found an organization and it fails, the responsibility the founder takes differs according to the situation.</p> <p>It was agreed that Liz's further input is needed before pursuing any further actions regarding possible registration in Slovenia.</p> <p>The committee also remained aware of the potential bias that may be created should we do everything in Slovenia. And that registering in the UK is a very good option.</p> <p>Nara also spoke of how much people in Slovenia want such an organization, and if we can finish registration in the UK then he believes we will very quickly have the first branch of the IRCA in Slovenia. He knows many people who want to join, and some who can donate funds which can be</p>		<p>Nara offered to get in touch with Liz to get her position on the idea of pursuing registration in Slovenia.</p>

No.	Subject	Action // Who / when?	Comments	Action
		<p>used for the International Organization.</p> <p>Peteris mentioned that if we register in the UK the central office does not necessarily have to be in London, it could be somewhere more suitable.</p> <p>Nara stated that in the time of the EU things are becoming more mixed and open.</p>		
5.	Organizational structure of Association	<p>Peteris noted that normally the structure has to be included in the statutes. But it is also clear that the structure of organization will grow organically with time, as the work goes on.</p> <p>Nara stated that in Slovenia organizational structure is much simpler, you have two options and that's it. For instance, you have 3 core members, secretary and an accountant. The second possibility is where you have a chairman and director and then you have a supervisory board, you can have work group boards and so on. And you can have only 20 to 30 people in the core group. Nara noted that people don't usually opt for the 2nd structure because it is more complicated.</p> <p>Nara suggested using the simplest possible paper set ups. Peteris agreed with Nara, but also noted that things must be well thought out as well as simple.</p> <p>It was agreed that statutes for fast registration structure have to be kept as simple as possible – according to the law. All other regulations and guidelines can be included in an internal document. It is also simpler for future changes. It was also mentioned, that it might be one of the reasons why GEN statutes are so simple.</p>		
6.	Funding	<p>Nara suggested finding someone experienced in grant writing to apply for grants for funding the association.</p>		

No.	Subject	Action // Who / when?	Comments	Action
7.	Website	<p>The first draft of the webpage is up.</p> <p>Nara suggested putting all our thoughts and communications on the new web page.</p> <p>Nara suggested that Steven could put the recent relevant communications between the committee members via email in the forum section of the website.</p> <p>The homepage welcoming texts written by Nara and Steven were discussed.</p> <p>Peteris commented that the homepage text should state very effectively what the IRCA is and what the homepage is. In the section "About Us" the whole history of how the organization was created can be written, the status of the organization and so on. In the future it can be changed to something else, but in the beginning those who come to the site should be able to see directly what it is all about.</p> <p>The welcoming text is the first thing seen when entering the homepage. It was agreed that it is very important and needs more work.</p> <p>Peteris suggested we can put up the first two announcements on the web site along with a lot of our other texts, etc.</p> <p>Peteris also has pictures from the elections at the conference in Turkey that can be put up on the website.</p> <p>Nara stated that it will be good to activate the forum.</p>		Steven will put some recent emails on the Kin-Dom forum.
8.	Volunteers / Help	<p>Nara told everyone how people in Slovenia are volunteering to help.</p> <p>Peteris suggested that Nara share the work we have done so far with them like texts, documents etc for their input and suggestions. This way they can begin helping.</p>		Steven will ask for Elya's help in the translating of documents etc.

No.	Subject	Action // Who / when?	Comments	Action
		<p>Should the summer conference be held in Slovenia we already have had volunteers to help organize the conference there.</p> <p>Nara said that a woman in Slovenia volunteered to pursue some grant work for IRCA funding.</p> <p>Peteris suggested encouraging the formation of the first branch of the IRCA in Slovenia, since people are interested in doing this now.</p> <p>Steven suggested asking Elya Finn from the conference for help translating texts etc, from English to Russian.</p>		
9.	Ringing Cedars Spring Conference	<p>Nara informed the committee of having possibly found the hotel for holding the spring conference in the first weekend in April.</p> <p>Nara is also having a meeting this week with the Slovenian organizing team.</p> <p>Peteris said as soon as we have dates and arrangements with the hotel invitations have to go out, ASAP. Nara added to this setting also the last dates for paying for those who will attend.</p> <p>Nara suggested putting all the conference costs together food, hotel etc and add 10%. Then everybody who signs up to become members of the IRCA will receive a 10% discount.</p>		
10.	RC Summer Conference	<p>Nara said that many people in Slovenia were happy about the idea of holding the July conference in Slovenia. And many people volunteered their help already should the conference be held there.</p> <p>Peteris said that it looks possible to have online membership to the IRCA available for the summer conference.</p>		
11.	Any Other Business	Peteris informed the committee that Dimitrij has been attempting		

No.	Subject	Action // Who / when?	Comments	Action
		<p>to contact people he knows that have contact with VM to find out about the letter that was sent to him by the committee. He has no information so far. However, Dimitrij said the letter should arrive at VM's place by the end of this week. So, we need only to be patient. Should the letter not be received, Dimitrij suggested visiting VM.</p> <p>Peteris suggested changing the order of the subjects on the Agenda.</p>		
12.	Next meeting	The next meeting will be held on 02-01-09		