

The International Ringing Cedars Association

Committee meeting # 13 (via Skype)

Date: 02-01-09

Time/duration: 17:00 to 18:33 GMT

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

Apologies :

No.	Subject	Action // Who / when?	Comments	Action
1.	Minutes of last meeting/date	The minutes of the previous meeting were reviewed.		Peteris will read the minutes and make any necessary corrections.
2.	Constitution	<p>Liz informed the committee that Margaret is going through the Memorandum and Articles of Associations/statutes of charity versus non profit and can collate what is useful from each to suit the needs of the IRCA.</p> <p>Liz stated that we don't have to put everything in the statutes in order to register, only the vital pieces. This then ensures that we pass the company over in a 'protected' mode.</p> <p>Liz recommended that an internal document should be drawn up ASAP.</p> <p>Peteris told Liz about the decision made last meeting to keep the statutes simple with the minimum structure demanded by law, this can allow for extra flexibility and easier future changes.</p> <p>It was agreed that the statutes be kept simple for registering.</p> <p>Liz noted that the association will grow organically, but will ultimately need to be run on</p>		Peteris will send the English version of Dimitri's ideas to the committee.

No.	Subject	Action // Who / when?	Comments	Action
		<p>normal company grounds, thus the need to plan in all 'positions' because job descriptions need to be developed.</p> <p>Liz Ashley stated how we are to proceed in planning the company depends on what we plan to put into the statutes or if things should be organized to allow others to take it forward. We must consider how to create the blueprint which all will follow after we have passed the association over to those who will run it.</p> <p>Peteris stated that the committee must do as much as we can.</p> <p>Nara suggested that the constitution can be drawn simply on the basis of what we have.</p> <p>Peteris told the committee of the results of Dimitri's review of the Manifesto and said he made some very good suggestions.</p>		
3.	Membership	<p>Nara noted that he is still working on forming membership criteria matters.</p> <p>Liz told the committee that there is some membership criteria info on the statute templates she is working with.</p> <p>Nara asked Liz to send the membership criteria info to the committee when she is able.</p> <p>Nara informed the committee he is gathering an inner circle of Ringing Cedars supportive people who are reliable and trustworthy to join the Slovenian branch founding committee. There was a lot of work done by him on that this week. Quite a few phone calls, meetings etc.</p>		Liz will send the membership criteria info from the statute templates to the committee when she is able.
4.	Registration	Liz said we should continue to		Liz will send her recent

No.	Subject	Action // Who / when?	Comments	Action
		<p>register in UK with Slovenia being first organisation outside of UK. The Committee agreed.</p> <p>Liz told the committee of the financial responsibilities if a company fails - it is possible to go the route where we are only liable for about £10.</p> <p>Peteris suggested that Liz focus her efforts on registration, since this is our priority at present. And the rest of the committee will manage everything else that needs to be done.</p> <p>Should things fall through with UK registration, it was agreed that Registering in Slovenia can be a back-up course of action.</p> <p>Liz noted that the registration company has someone working there that specialises in charities and non profit organisations, so we can get free advice when it is needed.</p>		<p>registration work to the committee for comments and suggestions.</p>
5.	Organisational structure of Association	Nothing to report		
6.	Funding	<p>John Kovacs video of the Turkey conference was discussed. It seems that since no papers were signed between John and those who hired his services, the rights of the video footage he shot belongs' to him. Unless he somehow needs copyright permission from VM. The filming cost John 10,000A. And he has to recoup his costs. So, maybe the IRCA homepage can be an outlet for him to sell his dvd and recoup his costs since he was never paid for his services at the conference.</p> <p>Liz told the committee that she purposefully checked out the offices of the registration company she chose in London to make sure they existed, and to get a feel for how professional they were for our</p>		

No.	Subject	Action // Who / when?	Comments	Action
		<p>needs. In addition to ensure their address would serve us well. Percy street is near Oxford Street, this prestigious address may be of benefit.</p>		
7.	Website	<p>Steven suggested not putting the minutes on the website until the organization is safely registered, for reasons of any interference from those who may wish to stop the formation of the IRCA. Then once registered everything can be put up on the site with no worries.</p> <p>Liz stated that all documents of the IRCA should have been put up and posted long ago. And they should be put in dated order so that they can see the progress of the organization. We need to be transparent ASAP. This then prevents false rumors, accusations etc.</p> <p>Nara said he tried to upload some files on to the website, but it wasn't working properly. He asked Marko to look into it.</p> <p>Peteris suggested that we put up the things that are ready prior to registering as well.</p> <p>Liz noted that meeting minutes are legal documents. And they are in English, not yet in Russian. And we as of yet have no Russian translator for all the minutes.</p> <p>It is for this reason Nara suggested that we put up extracts from the minutes that we can translate into Russian.</p> <p>Liz agreed with Nara that the pertinent points of the minutes be posted so we can show how decisions were arrived at.</p> <p>Peteris said the minutes must be translated into Russian and we need to find how much it will cost a translator to do this.</p> <p>Nara sent the committee his idea</p>		

No.	Subject	Action // Who / when?	Comments	Action
		<p>for a logo design inspired by a Slavic cross and the golden ratio including circles. Nara also noted that until we have permission to use the RC logo type we need something for the webpage, some sort of indentifying symbol or design.</p> <p>Peteris noted that if we can get in touch with VM this week we can set the topic of logo aside.</p>		
8.	Volunteers / Help	<p>Nara stated that he is counting on Tadeja (the university professor) with all her expertise as a volunteer in mediating the meetings. Or if not her, somebody she knows.</p> <p>Nara also informed the group of student volunteers continues to? organize the spring conference, in addition to the help of the future members of the Slovenian branch of the Association who will become involved and help out.</p> <p>Liz noted their volunteer efforts will be a good trial run for better organising the summer conference.</p>		
9.	Ringing Cedars Spring Conference	<p>Nara expressed the need for careful handling of interpersonal matters regarding all the influential people attending the conference and the potential conflicts conflicts that may arise. And the need to bring them all together with the vision of common good.</p> <p>Nara suggested having independent mediators at the conference as well.</p> <p>Steven noted that if VM's participation is confirmed and mentioned in the invitations it may</p>		

No.	Subject	Action // Who / when?	Comments	Action
		<p>perk up interest in attending the conference.</p> <p>Nara added that there is always something happening in Russia, with or without Megre's approval, in relation to RC. But with Megre there, it makes all the difference. We must wait and see what Peteris will find out when he talks to VM.</p> <p>Liz stated that memberships and attendances do rely on VM because it is the charisma and the link to Anastassiya that people go for. We need to promote it as like minded.</p> <p>The importance of Peteris's attendance at the Spring conference was discussed.</p>		
10.	RC Summer Conference	Liz stated the importance of publicising the summer conference as soon as possible.		
11.	Any Other Business	<p>There is no response from the letter addressed to VM sent by Dimitri.</p> <p>The questions for Peteris's upcoming talk with VM were discussed. It was agreed that questions for VM be sent to each other through email.</p> <p>Nara said we need to get VM's feedback to our letter, and his approval of our work.</p> <p>Nara reminded of the importance of getting in touch with VM. The questions that will be asked to VM when Peteris speaks with him is of high priority.</p> <p>Liz agreed that getting in touch with VM is our highest priority and added that this will be superseded somewhat by our next conference, so now is the best time for him to try to shift them.</p> <p>Liz shared her thoughts that we will have a much easier time</p>		Nara send Peteris the list of questions for VM by Tuesday at the latest.

No.	Subject	Action // Who / when?	Comments	Action
		<p>moving along once VM has seen our work and approves of it.</p> <p>Liz confided her trust in Peteris to talk direct to ensure everything is double checked with VM so no misunderstandings occur between VM and the organising committee.</p> <p>Steven suggested when speaking to VM that Peteris tell him that all the committee's work and that the manifesto, documents etc be sent to him through email.</p> <p>Peteris agreed and also noted that it would be good to post all these things in the forum as well.</p> <p>Liz suggested that it would be great to get an agreed follow up conversation with VM in writing that could perhaps offer some support to the efforts of the organising committee.</p> <p>Nara informed the committee that he recently recieved a letter from Leonid Sharashkin. (<i>the letter was not discussed in the meeting.</i>)</p>		
12.	Next meeting	The next meeting will be held on 02-08-09		