



Minutes IVP Meeting

Saturday 10 June 2017; 15:00 Macao Time
Sheraton Hotel, Macao

Present			
Present:	Name	Position	Initials
In person	Kevin Byrne	International President	KB
	Steve Rinsler	Hon. Secretary & Trustee	SR
	Finbarr Cleary	IVP	FC
	Keith Newton	Secretary General	KN
	Jan Steenberg	IVP & Trustee	JS
	Bernard Auton	IVP & Trustee	BA
	Sunny Ho	IVP	SH
	Neville Binning	IVP	NB
	Tom Maville	Chairman, CILT NA	TM
	Radzak Malek	IVP	RM
	Romesh David	IVP	RD
	Vicky Koo	WiLAT Deputy Convenor	VK
	Elliot Price	IYP Convenor	EP
	Teete Owusu	International Ambassador, Africa	TO
	Harriet Leung	CILT HK	HL
	Jon Harris (part)	PD Co-ordinator	JH
Apologies	Rupert Nichols, Francis Ehiguese, David Pugh, Kevin Richardson, Aisha Ali Ibrahim, Umaru Usman, Monique Kack-North, Giles Legault, Andrew Weatherill		

No.	Item	Action
1.0	Welcome SR welcomed members to the meeting.	
2.0	IMC Thursday 27 April 2017 The minutes of IMC on Thursday 27 th April 2017. Any changes are to be advised to KN by the next meeting on July 13 th and the minutes to be approved there.	ALL
2.1	Matters Arising	
2.1.1	FC asked how many countries (minute 3.0) had completed returns and how many were outstanding. KN would advise at the next meeting.	KN
2.1.2	JS highlighted the need to discuss in June the issue of membership balance. KN reflected on a conversation with Kevin Richardson on the UK balance of membership where growth was largely generated from members who were contributing little to the total finances. JS stated we needed to look at this further across all countries as an IMC.	ALL
2.1.3	Item 3.1 was agreed as outstanding – summary of branch issues	KN

2.1.4	versus the questions posed in the business plan template. Item 2.1 – agreed to have a wrap up of convention at next IMC. Included in this should be the YP challenge. HL raised the issue of the cost of the delegate fees for a YP. RD suggested that the host country be asked to cost in 2 YP's for each country at a \$100 delegate rate. HL stated even at \$100 this was too much for a country to be able to support. NB stated that countries should seek to support the Young Achiever award and each country could then nominate an individual and seek sponsorship for that person. FC supported this. EP said that the 2 nominations per country should be the Young Achiever nomination and then the Chairman of the local YP's. Agreed we would discuss and agree a proposal at the July IMC.	ALL
2.1.5	RD stated that the sponsorship responsibility should lie locally. Brand Guidelines – FC asked what levels of conformance there was with countries adhering to the brand guidelines. KN stated that visibly many country websites still did not conform and whilst cost and time need to be considerations countries need to make more efforts to align and use the guidelines.	ALL
3.0	Kenya, Uganda & India Case Studies	
3.1	KN gave three summaries of the status and background to the country situations.	
3.2	KN to ask KR to check if Dr Olupot and George Mboya have memberships with CILT UK.	KN/KR
3.3	Agreed to audit each of Uganda and Kenya and check the name registration status. Believe this is incorporated into the agreements locally. Do this in conjunction with TO and CILT Ghana.	KN/TO
	Request to formalise the membership route through CILT Ghana for local members in the 2 countries	KN/TO
	Review the standards set out in the Delegation Agreement template and request for FC to distribute the CILT Ireland template they have recently produced for local charitable governance and recognised as a best practice document. Use the next 4/5 months to gather best practice	FC
3.3.1		KN / SR
3.3.2	Share and learn from the Malaysia experience within the India context. RM offered to make others aware.	RM
	Need to recognise limited International resource available to audit and review how to expand this availability.	KB/SR
4.0	Date of next IMC Meeting Thursday 13 th July at 1200hrs GMT	