

**Minutes of ElectricAid Committee Meeting held on 25th September, 2018
Venue: Gateway 2 – Room 4.09**

Present: TP ND JK
 HB SC PK
 ÉS PH ALeC
 BK DF FF
 DÓ'D FO'D JL
 AH

Anne Cleary, Executive Director, Aidlink and Tom O'Connor, Senior Programme Office, Aidlink

Apologies: PC and TM

Item	Description	Action By
<p>Presentation by Anne Cleary, Executive Director, and Tom O'Connor, Senior Programme Office, Aidlink</p>	<ul style="list-style-type: none"> • ÉS introduced Anne Cleary and Tom O'Connor saying ElectricAid has funded Aidlink over a long number of years to the tune of approximately €600,000. • AC began by thanking ElectricAid for its support over the years. Aidlink is a small organisation based in Ireland, with a staff of 3 and a turnover of over €1m. She said the organisation received a hit this year with a reduction in the level of funding from Irish Aid. The purpose of their existence is to improve the lives of those living in extreme poverty - mainly in Kenya, Uganda and Ghana. Their ultimate goal is that people, especially women and girls, living in the poorest communities in Africa will be able to achieve healthy and fulfilling lives. • She went on to speak about some of Aidlink's main activities such as: drought resistance management; partnership with local communities and connecting communities: Working with some of the world's poorest and most isolated communities, the organisation tries to improve access to education, water and food, and to empower communities to lead their own development. She elaborated further by saying that <ul style="list-style-type: none"> ➢ Across the dry lands of Kenya and Uganda, Aidlink works with nomadic pastoralist communities: The Masai, the Turkana and the Karamojong. While the whole community is affected, women and girls are particularly marginalised. The Masai, Turkana and Karamojong are patriarchal and polygamist, with women prevented from owning livestock or property, which are indicators of power and status in the community. ➢ Young girls are often denied an education because they are expected to stay at home: collecting water, preparing food, cleaning and caring for others. ➢ Gender-Based Violence) (GBV) is common and child marriage and early pregnancy represent the norm. ➢ Among the Masai community, Female Genital Mutilation (FGM) is also practised. • AC said a lot of Aidlink' work is supported by ElectricAid - 8% of the population now has access to clean water within 1 km of their household as against 6 km previously and since 2013 1/4m. people in Uganda have clean, safe drinking water; • Over the next few years Aidlink will continue to focus on primary school education, water, sanitation, food security, gender equality, children's and girls rights including a safe place to attend school. 	

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Presentation by Anne Cleary, Executive Director, and Tom O'Connor, Senior Programme Office, Aidlink	<ul style="list-style-type: none"> Moving on to the topic of governance, transparency and accountability, AC said Aidlink's commitment to the highest standards in Governance and financial reporting was recognised this year, with wins at both - The Carmichael Centre's Good Governance Awards and the Chartered Accountants Ireland Leinster Society Published Accounts Awards. Before concluding, AC again said Aidlink is a very small organisation; that ElectricAid is one of its more significant, key donors/partners in delivering projects referred to and that she came to show how ElectricAid money is used and to say thanks to ElectricAid for its much appreciated support 	
Conflict of Interest Declarations	<ul style="list-style-type: none"> No conflict of interest was recorded. 	
Minutes of Previous Meeting and Matters Arising	<ul style="list-style-type: none"> It was decided that, due to work commitments, no presentations by guest speakers will take place until 2019. Banking-on-Line: HB said SC has been added to the list of Payment Approvers in addition to HB (Lead) and ÉS. Payee Approvers are ALC (Lead), DÓ'D and TP. ÉS to discuss site visits with ESBI and utilising their overseas staff where possible. The Minutes of the 24th July, 2018 ElectricAid Committee meeting were proposed for adoption by JK, seconded by PK and signed by the Chair and Secretary. 	<p>ÉS</p>
Financial Report August, 2018 – HB	<ul style="list-style-type: none"> HB advised that the accounts up to August had been circulated and if anybody had any questions. HB said on the payment side for 2018, all payments have been made up to the end of June. July - DF to following up on details outstanding before 2 final payments can be made. November 2017 payment for solar village; Due to the time lapse, HB proposed cancelling this funding as nothing has been received back and the money has never left the account. Can re-submit. FF and DF let them know. €2,000/€8,000 paid in 2017 to Passionist Missionaries but returned. This item is still being followed up - Update due at November 2018 meeting. Revenue Communication - The €75,000 received so far for 2018 is c.€100,000 lower than 2017. FF, DF and HB, while trying to understand, got in touch with Revenue who it seems had a few queries re a duplicate PPS number, c.€90,000 of monies due has been withheld in the meantime. All queries have now been addressed and the item is closed. Therefore, expect revenue receipts to be in line with annual forecast of €220,000, and will update at the next committee meeting. Ghana - A first payment of €10,000 was made in August; the beneficiary has not yet received the funding even though the money has left the Bank of Ireland account. Bank of Ireland has initiated a trace following a request from ElectricAid. Will update the Committee on progress. No further payment will be made until this is resolved. Proposed by JK and seconded by PH. All were in favour. 	<p>DF</p> <p>FF/DF</p> <p>HB</p> <p>HB</p> <p>HB</p>

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Financial Report August, 2018 continued – HB	<p style="text-align: center;"><u>ELECTRICAID INCOME AND EXPENDITURE ACCOUNT</u></p> <p style="text-align: center;"><u>Management Accounts August 2018 (excluding Ghana)</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>INCOME</u></th> <th style="text-align: center;"><u>NOTE</u></th> <th style="text-align: right;"><u>31/08/2018</u></th> <th style="text-align: right;"><u>FY Forecast</u></th> <th style="text-align: right;"><u>Full Year 2017</u></th> </tr> <tr> <td></td> <td></td> <th style="text-align: right;">€</th> <th style="text-align: right;">€</th> <th style="text-align: right;">€</th> </tr> </thead> <tbody> <tr> <td>ESB Current Staff</td> <td></td> <td style="text-align: right;">239,508</td> <td style="text-align: right;">365,508</td> <td style="text-align: right;">400,626</td> </tr> <tr> <td>ESB Pensioners</td> <td></td> <td style="text-align: right;">148,855</td> <td style="text-align: right;">214,855</td> <td style="text-align: right;">234,972</td> </tr> <tr> <td>ESB Board Contributions</td> <td></td> <td style="text-align: right;">250,000</td> <td style="text-align: right;">250,000</td> <td style="text-align: right;">250,000</td> </tr> <tr> <td>Miscellaneous Contributions (Note 1)</td> <td></td> <td style="text-align: right;">12,043</td> <td style="text-align: right;">18,064</td> <td style="text-align: right;">57,396</td> </tr> <tr> <td>EirGrid Matching Funding</td> <td></td> <td style="text-align: right;">-</td> <td style="text-align: right;">9,344</td> <td style="text-align: right;">-</td> </tr> <tr> <td>EirGrid Funding</td> <td></td> <td style="text-align: right;">9,615</td> <td style="text-align: right;">14,015</td> <td style="text-align: right;">11,559</td> </tr> <tr> <td>Tax Rebate</td> <td></td> <td style="text-align: right;">75,746</td> <td style="text-align: right;">222,300</td> <td style="text-align: right;">209,428</td> </tr> <tr> <td>Special Appeal</td> <td></td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Total Income</td> <td></td> <td style="text-align: right;"><u>735,767</u></td> <td style="text-align: right;"><u>1,098,851</u></td> <td style="text-align: right;"><u>1,163,981</u></td> </tr> <tr> <td>Donations</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>January Funding</td> <td></td> <td style="text-align: right;">111,881</td> <td style="text-align: right;">111,881</td> <td style="text-align: right;">136,089</td> </tr> <tr> <td>March Funding</td> <td></td> <td style="text-align: right;">194,195</td> <td style="text-align: right;">194,195</td> <td style="text-align: right;">198,726</td> </tr> <tr> <td>May Funding</td> <td></td> <td style="text-align: right;">212,785</td> <td style="text-align: right;">212,785</td> <td style="text-align: right;">175,594</td> </tr> <tr> <td>July Funding</td> <td></td> <td style="text-align: right;">182,600</td> <td style="text-align: right;">182,600</td> <td style="text-align: right;">204,656</td> </tr> <tr> <td>September Funding</td> <td></td> <td style="text-align: right;">-</td> <td style="text-align: right;">180,000</td> <td style="text-align: right;">166,781</td> </tr> <tr> <td>November Funding</td> <td></td> <td style="text-align: right;">-</td> <td style="text-align: right;">180,000</td> <td style="text-align: right;">173,567</td> </tr> <tr> <td>Total Normal Donations (Note 2)</td> <td></td> <td style="text-align: right;"><u>701,461</u></td> <td style="text-align: right;"><u>1,061,461</u></td> <td style="text-align: right;"><u>1,055,413</u></td> </tr> <tr> <td>Other Payments</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Bank Interest</td> <td></td> <td style="text-align: right;">702</td> <td style="text-align: right;">1,403</td> <td style="text-align: right;">1,293</td> </tr> <tr> <td>Special Appeals</td> <td></td> <td style="text-align: right;">8,114</td> <td style="text-align: right;">40,000</td> <td style="text-align: right;">111,500</td> </tr> <tr> <td>Miscellaneous Expenses</td> <td></td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">245</td> </tr> <tr> <td>Total Donations</td> <td></td> <td style="text-align: right;"><u>710,277</u></td> <td style="text-align: right;"><u>1,102,864</u></td> <td style="text-align: right;"><u>1,168,451</u></td> </tr> <tr> <td>Excess of Expenditure over Income</td> <td></td> <td style="text-align: right;"><u>25,490</u></td> <td style="text-align: right;"><u>(8,778)</u></td> <td style="text-align: right;"><u>(4,470)</u></td> </tr> <tr> <td>Bank Balance</td> <td></td> <td style="text-align: right;">294,804</td> <td></td> <td></td> </tr> <tr> <td>Creditors Pending Payment</td> <td></td> <td style="text-align: right;">20,950</td> <td></td> <td></td> </tr> </tbody> </table> <p>Note 1 – very conservative estimate. Note 2 – to be reviewed every two months against updated cash flow forecast.</p> <ul style="list-style-type: none"> Proposed by PH and seconded by DÓ'D. 	<u>INCOME</u>	<u>NOTE</u>	<u>31/08/2018</u>	<u>FY Forecast</u>	<u>Full Year 2017</u>			€	€	€	ESB Current Staff		239,508	365,508	400,626	ESB Pensioners		148,855	214,855	234,972	ESB Board Contributions		250,000	250,000	250,000	Miscellaneous Contributions (Note 1)		12,043	18,064	57,396	EirGrid Matching Funding		-	9,344	-	EirGrid Funding		9,615	14,015	11,559	Tax Rebate		75,746	222,300	209,428	Special Appeal		-	-	-	Total Income		<u>735,767</u>	<u>1,098,851</u>	<u>1,163,981</u>	Donations					January Funding		111,881	111,881	136,089	March Funding		194,195	194,195	198,726	May Funding		212,785	212,785	175,594	July Funding		182,600	182,600	204,656	September Funding		-	180,000	166,781	November Funding		-	180,000	173,567	Total Normal Donations (Note 2)		<u>701,461</u>	<u>1,061,461</u>	<u>1,055,413</u>	Other Payments					Bank Interest		702	1,403	1,293	Special Appeals		8,114	40,000	111,500	Miscellaneous Expenses		-	-	245	Total Donations		<u>710,277</u>	<u>1,102,864</u>	<u>1,168,451</u>	Excess of Expenditure over Income		<u>25,490</u>	<u>(8,778)</u>	<u>(4,470)</u>	Bank Balance		294,804			Creditors Pending Payment		20,950			
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Evaluation Report and Proposed Funding's – JK	<ul style="list-style-type: none"> EvalCo met on 12.09.2018, attended by PH, JL, JK, PK and FF. EvalCo considered a total of 28 funding applications, to a total application value of EvalCo €282,392. Treasurer guidance remains at €180,000 per funding round. The applications were generally of good quality. The geographical distribution remains challenging, with 20 applications from across Africa, 3 from Ireland, 1 each from Bolivia, Bangladesh, India, DPR Korea, and Nicaragua. 21 applications were recommended for funding – one in full and 20 in part. Five applications were rejected, and two deferred. The total recommended funding is €165,046. 18-A-101 - Confirmation received that community centre is open to all. 18-A-118 - ActionAid Ireland - This project was rejected because the number of funding's far exceeded what is normally done for non-special partners. 																																																																																																																																								

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Evaluation Report and Proposed Funding's continued – JK	<ul style="list-style-type: none"> • A discussion followed about the number of funding's allowed per year and the need to reaffirm EvalCo rules for funding. In future, a history of previous applications/funding's for non-special partners is to be provided for evaluation purposes. The upshot of the discussion is that the Committee needs to make the decision which is to be implemented by EvalCo. It was decided to apply the rules as is for the November 2018 funding round. • Review of the year funding backwards to be an Agenda Item for November, 2018 ElectricAid Committee meeting. • Special Partners can apply for up to €16,000. A list of Special Partners to be circulated for the benefit of new Committee members. • The following projects were approved: <table style="margin-left: 40px; border-collapse: collapse;"> <tr><td>18-H-006</td><td style="text-align: right;">€5,000</td></tr> <tr><td>18-H-007</td><td style="text-align: right;">€6,000</td></tr> <tr><td>18-H-008</td><td style="text-align: right;">€7,500</td></tr> <tr><td colspan="2"> </td></tr> <tr><td>18-A-071</td><td style="text-align: right;">€7,000</td></tr> <tr><td>18-A-074</td><td style="text-align: right;">€7,500</td></tr> <tr><td>18-A-078</td><td style="text-align: right;">€8,330</td></tr> <tr><td>18-A-100</td><td style="text-align: right;">€8,500</td></tr> <tr><td>18-A-101</td><td style="text-align: right;">€4,500</td></tr> <tr><td>18-A-102</td><td style="text-align: right;">€8,500</td></tr> <tr><td>18-A-104</td><td style="text-align: right;">€6,000</td></tr> <tr><td>18-A-105</td><td style="text-align: right;">€5,500</td></tr> <tr><td>18-A-106</td><td style="text-align: right;">€6,856</td></tr> <tr><td>18-A-109</td><td style="text-align: right;">€7,728</td></tr> <tr><td>18-A-112</td><td style="text-align: right;">€12,000</td></tr> <tr><td>18-A-113</td><td style="text-align: right;">€8,000</td></tr> <tr><td>18-A-114</td><td style="text-align: right;">€12,000</td></tr> <tr><td>18-A-115</td><td style="text-align: right;">€4,920</td></tr> <tr><td>18-A-116</td><td style="text-align: right;">€11,600</td></tr> <tr><td>18-A-117</td><td style="text-align: right;">€8,321</td></tr> <tr><td>18-A-119</td><td style="text-align: right;">€9,000</td></tr> <tr><td>18-A-121</td><td style="text-align: right;">€10,291</td></tr> <tr><td colspan="2"> </td></tr> <tr><td>Total</td><td style="text-align: right;">€165,046</td></tr> </table> • Proposed by FO'D and seconded by BK. 	18-H-006	€5,000	18-H-007	€6,000	18-H-008	€7,500			18-A-071	€7,000	18-A-074	€7,500	18-A-078	€8,330	18-A-100	€8,500	18-A-101	€4,500	18-A-102	€8,500	18-A-104	€6,000	18-A-105	€5,500	18-A-106	€6,856	18-A-109	€7,728	18-A-112	€12,000	18-A-113	€8,000	18-A-114	€12,000	18-A-115	€4,920	18-A-116	€11,600	18-A-117	€8,321	18-A-119	€9,000	18-A-121	€10,291			Total	€165,046	ÉS/AH FF/DF
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Power Challenge	<ul style="list-style-type: none"> • Following the recent Power Challenge a few new members came on board as well as 3 from the Graduate Programme. • It was stated at the July ElectricAid Committee meeting that all money raised at the September Power Challenge in Killarney would go to ElectricAid and three projects would be selected from the July funding round that would benefit from it. • The Power Challenge total amounted to a fantastic sum of €13,000, as follows: <table style="margin-left: 40px; border-collapse: collapse;"> <tr><td>39 teams @ €120 per team</td><td style="text-align: right;">= €4,680</td></tr> <tr><td>12 fundraising events</td><td style="text-align: right;">= €3,925*</td></tr> <tr><td>Event Raffle</td><td style="text-align: right;">= €1,535</td></tr> <tr><td>Chief Executive Contribution</td><td style="text-align: right;">= €2,860</td></tr> <tr><td>Total</td><td style="text-align: right;">= €13,000</td></tr> </table> • 3 Special Projects from July to benefit from this -. <ul style="list-style-type: none"> ➤ 18-H-005 : Fossa National School. ➤ 18-A-093 : Uganda Borehole Project (ActionAid). ➤ 18-A-092 ; Sightsavers Bhopal Project. 	39 teams @ €120 per team	= €4,680	12 fundraising events	= €3,925*	Event Raffle	= €1,535	Chief Executive Contribution	= €2,860	Total	= €13,000																																							
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Special Appeal - FF	<ul style="list-style-type: none"> • Kerala <ul style="list-style-type: none"> a) Irish Red Cross - international funding appeal. Recommended €10,000 towards output 2.1. <i>“Provide hygiene kits to households, including oral rehydration salts, water purification materials, soaps, water containers and mosquito nets, ensuring comprehensive training and follow-up on the purpose and use of each item”.</i> b) RHLP - Funding of Household kits (Tarpaulin, rope, torch, floor mats, blankets, clothing and utensils. €10,750 for 115 kits @ Rs8000 per kit (FX 1INR = .0116855 EUR). c) CBM (Christian Blind Mission) CBM Ireland would like to welcome ElectricAid to become a partner in this urgent and important response by providing a contribution of €6,500. Once the budget has been finalised, these funds will be allocated to a specific project activity against which they will provide a programmatic and finance report upon project completion. • Total across all three €27,750. • In summary, Committee approval was as follows: €10,000 for (a), €10,750 for (b). (c) is considered too vague. 	
Risk - ÉS -	<ul style="list-style-type: none"> • ElectricAid Committee Vacancy: As a result of the vacancy created by GF resignation from the ElectricAid Committee in July, a search has been ongoing for a financial person who may be able to take over from HB when she steps down from her role as Honorary Treasurer. HB said TMcK has now expressed an interest in being co-opted on to the Committee. This would mean having an additional Approver as well as additional support for the Bank on Line activities. • A vote took place; the Committee voted unanimously in favour of TMcK being co-opted onto the ElectricAid Committee. 	
Desk Audits - ÉS -	<ul style="list-style-type: none"> • All Committee members will be assigned a desk audit before the end of 2018, with no deadline for completion by year end. 	
30th Anniversary of ElectricAid - (DÓ'D)	<ul style="list-style-type: none"> • DÓ'D on behalf of the 30th Anniversary Sub-Committee, comprising of ÉS, SC, ND, DF FF and BK, went through a prepared Draft Programme of Events to mark 30 years of ElectricAid. It was acknowledged that a lot of work had been done by the ESB/EirGrid ElectricAid Sub-Committee, much more remains to be done, and as reminded by ÉS, the timeline is very short. • Agreed so far: <ul style="list-style-type: none"> ➢ Two events to take place at two venues on the 22nd November, i.e. St. Anne’s Church, and The Mansion House, both on Dawson Street. ➢ 16.00 - Inter-Faith Service at St. Anne’s Church with “Transmission Amp” - (EirGrid Choir), Rev. Martin O’Connor, Church of Ireland and ex ESB, and Fr. Kevin Bartley, also ex ESB - availability of the latter to be confirmed. ➢ 17.45 Reception to be held in The Oak Room of the neighbouring Mansion House, hosted by Lord Mayor, Nial Ring, who is the 349th Lord Mayor of Dublin. Invited guests to be agreed/finalised. Capacity of The Oak Room is 100 people standing. 	

Item	Description	Action By
30th Anniversary of ElectricAid - (DÓ'D)	<ul style="list-style-type: none"> ➤ A 5-10 minute “Reeling in the Years” type video to be made showing the 30 year history and success of ElectricAid. • Timelines, Communications, Logistics and Roles to be agreed and advised. DÓ'D to set up a group call and touch base with FF to do a first cut. • Committee to be kept updated. 	
GDPR– FF	<ul style="list-style-type: none"> • GDPR Responses - Total Data Base 2,489 <ul style="list-style-type: none"> ➤ Serving Staff = 1,487 ➤ Consent Given = 397 (27%) ➤ Not given = 1,090 (73%) ➤ Retired Staff = 1,002 ➤ Consent Given = 567 (57%) ➤ Not given = 435 (43%) • Totals <ul style="list-style-type: none"> ➤ Consent Given = 964 (39%) ➤ Not Given = 1,525 (61%) 	
AOB - ÉS	<ul style="list-style-type: none"> • Sierra Leone mudslides - Jeanne Kamarea, Christian Aid Country Manager in Sierra Leone, is visiting Ireland at the start of March 2019 to meet with Christian Aid volunteers and supporters to update them on the work they are supporting in her country. • Possible Sierra Leone presentation for Q1 meeting or AGM, To be confirmed. • Addition of annual report to Charities Regulatory Authority website. • PH was delighted to report: <ul style="list-style-type: none"> ➤ for her outstanding contribution to cancer prevention control, Dr. Trish Scanlan of “<i>Their Lives Matters</i>” was awarded a gold medal by The World Prevention Alliance and the iPRI (International Prevention Research Institute) in Lyon France in July 2018. • PH was disappointed to advise: <ul style="list-style-type: none"> ➤ the offer made to Dr. Scanlan to treat Tanzanian children with a very rare cancer condition in a specialised Children’s Cancer Hospital in Tehran, free of charge, is delayed due to recent financial currency decline in Iran following sanctions imposed on Iran by the USA administration. • To mark ALeC recent nuptials, a small presentation was made to him by ÉS on behalf of the Committee. This was at no expense to ElectricAid. 	

Meeting Schedule 2018

ElectricAid 2018 Meeting Schedule	Application Deadline	EvalCo	Committee	Other Meetings
	30.10.2018	13.11.2018	27.11.2018	