

Minutes of ElectricAid Committee Meeting held on 20th March, 2019
Venue: Gateway 2, Room 4.15

Present: PK DF JK
T McM ÉS PH
A LeC FF GM
D Ó'D BK TM
PC AH VM (Student)

Apologies: HB, DB and ND

Item	Description	Action by
Introduction	<ul style="list-style-type: none"> • ÉS introduced VM (Student). 	
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"> • ÉS to touch base with CR and PC (ESB International). • Financial report prepared by HB for December 2018 not circulated. HB has been busy finalising accounts for the annual audit of accounts ahead of the ElectricAid 2018 AGM. • Clarification to be sought by FF from HB regarding the typo in relation to the loss of members in the space of six months. • It was confirmed that ElectricAid members going on VS or retirement continue to have deductions made unless they decide to opt out. PC to check with LB from Marketing (Electric Ireland). • The Minutes of the 22nd January, 2019 ElectricAid Committee meeting were proposed for adoption by JK, seconded by TMcM and signed by the Chair and Secretary. 	<p align="center">ÉS</p> <p align="center">FF</p> <p align="center">PC</p>
ElectricAid Office Update - FF/DF	<ul style="list-style-type: none"> • FF briefly went through a slide show presentation on <ul style="list-style-type: none"> ➤ Full year fundings 2019 - YTD ➤ Breakdown by Country ➤ Communications ➤ GDPR and ➤ Membership <p>as follows</p> <ul style="list-style-type: none"> ➤ Funding for Period and Year to Date <p>Fundings YTD: 38 (4 in Ireland and 34 worldwide) Value YTD: €358,101 Average per Project: €9,423 Different Countries: 21</p> ➤ Performance year to date - Kenya 6 this year - Uganda 3. Ireland is the next biggest. Breakdown of Performance YTD of countries funded is as follows: 	

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ElectricAid Office Update continued - FF/DF	<p> Bangladesh €9,750.00 Bolivia €4,500.00 Brazil €13,026.00 Burkina Faso €9,728.00 Colombia €6,000.00 Ethiopia €32,726.00 Gambia €14,000.00 Honduras €12,000.00 India €12,698.00 Indonesia €10,000.00 Ireland €27,982.67 Kenya €56,300.00 Lesotho €8,000.00 Malawi €10,000.00 Nepal €29,640.00 Nigeria €23,609.00 Rwanda €8,460.00 Somaliland €16,000.00 Tanzania €15,505.00 Uganda €23,177.00 Zambia €15,000.00 </p> <p> ➤ Membership Statistics - Monthly Donors: </p> <ul style="list-style-type: none"> ✓ Staff : 1,441 (Jan) -1,432 (Feb)** ✓ Pensioners : 991* - 992** ✓ EirGrid Pensioners data not available (Possibly 1 donor) so 41 staff missing from the figure. ✓ ** EirGrid Staff and Pensioners data not available (possibly 41 donors). ✓ March Payroll data unavailable. <p> ➤ Outstanding Reports: </p> <table border="1" data-bbox="539 1323 1321 1688"> <thead> <tr> <th>Year</th> <th>January</th> <th>March</th> <th>Change</th> </tr> </thead> <tbody> <tr> <td>Outstanding 2015</td> <td>20 €114,461</td> <td>19 €107,481</td> <td>1 €6,980</td> </tr> <tr> <td>Outstanding 2016</td> <td>15 €96,190</td> <td>14 €96,190</td> <td>1 €6,000</td> </tr> <tr> <td>Outstanding 2017</td> <td>43 €300,280</td> <td>23 €151,491</td> <td>20 €148,789</td> </tr> <tr> <td>Totals</td> <td>78 €510,931</td> <td>56 €349,162</td> <td>22 €161,789</td> </tr> </tbody> </table> <ul style="list-style-type: none"> ✓ FF said he is entering ElectricAid for a Chamber Award (ESB and EirGrid working together for the greater good). DO'B from EirGrid is involved in the process with FF. The deadline for entries is 31st March, 2019. ✓ Outstanding Reports: FF said he has contacted all organisations twice. A discussion took place as to whether this is sufficient. ✓ The plan for the future is to ask for references if more than 2 years has elapsed - getting stricter with rules - won't get into the EvalCo evaluation book in future unless a report has been received. 	Year	January	March	Change	Outstanding 2015	20 €114,461	19 €107,481	1 €6,980	Outstanding 2016	15 €96,190	14 €96,190	1 €6,000	Outstanding 2017	43 €300,280	23 €151,491	20 €148,789	Totals	78 €510,931	56 €349,162	22 €161,789	FF/DO'B
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<p>ElectricAid Office Update continued - FF/DF</p>	<p style="text-align: center;">✓ Action -p FF to look at this item again</p> <p>➤ GDPR Update</p> <table border="1" data-bbox="525 351 1262 658" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="2" style="text-align: center;">Active 1,487</th> <th colspan="2" style="text-align: center;">Retired 1,002</th> </tr> <tr> <th style="text-align: center;">Yes</th> <th style="text-align: center;">No</th> <th style="text-align: center;">Yes</th> <th style="text-align: center;">No</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">480 32%</td> <td style="text-align: center;">1,007 68%</td> <td style="text-align: center;">577 58%</td> <td style="text-align: center;">425 42%</td> </tr> <tr> <td colspan="4" style="text-align: center;">Total Yes 1,057 (42%)</td> </tr> <tr> <td colspan="4" style="text-align: center;">Total No. 1,432 (58%)</td> </tr> </tbody> </table> <p>✓ FF to talk to GDPR expert with a series of question as to what can and can't be done in relation to GDPR. There is an open invitation to ElectricAid Committee members who wish to attend.</p> <p>✓ FF to prepare a list of Data Protection questions to share with the ElectricAid Committee for comment.</p> <p>➤ Communications Report:</p> <p>✓ ESB CSR's Yammer Account opened at the end of June 2018. (Known as Buzz in EirGrid).</p> <p>✓ Fresh articles added to ElectricAid.ie and Yammer, 16-A-099 due live on 21.3.19 (Agri and Irrigation Project in Ethiopia).</p>	Active 1,487		Retired 1,002		Yes	No	Yes	No	480 32%	1,007 68%	577 58%	425 42%	Total Yes 1,057 (42%)				Total No. 1,432 (58%)				<p style="text-align: center;">FF/ All</p> <p style="text-align: center;">FF</p>																																																								
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<p>Financial Report March, 2019 - ÉS</p>	<ul style="list-style-type: none"> • HB was unable to attend due to work commitments abroad. ÉS to contact HB with a view to HB circulating a narrative on the financial report circulated by HB prior to the Committee meeting. HB to seek a Proposer and Seconder by email. <p style="text-align: center;"><u>ELECTRICAID INCOME AND EXPENDITURE ACCOUNT</u></p> <p style="text-align: center;">Management Accounts end February 2019</p> <table border="1" data-bbox="435 1467 1369 2161" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>INCOME</u></th> <th style="text-align: left;"><u>NOTE</u></th> <th style="text-align: right;"><u>28/2/2019</u></th> <th style="text-align: right;"><u>FY Forecast</u></th> </tr> <tr> <td></td> <td></td> <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;">57,689</td> <td style="text-align: right;">346,136</td> </tr> <tr> <td>ESB Pensioners</td> <td></td> <td style="text-align: right;">36,350</td> <td style="text-align: right;">218,102</td> </tr> <tr> <td>ESB Board Contributions</td> <td></td> <td></td> <td style="text-align: right;">275,000</td> </tr> <tr> <td>Miscellaneous Contributions</td> <td></td> <td style="text-align: right;">2,954</td> <td style="text-align: right;">17,724</td> </tr> <tr> <td>EirGrid Matching Funding</td> <td></td> <td></td> <td style="text-align: right;">7,757</td> </tr> <tr> <td>EirGrid Funding</td> <td></td> <td style="text-align: right;">1,939</td> <td style="text-align: right;">11,636</td> </tr> <tr> <td>Tax Rebate</td> <td></td> <td style="text-align: right;">1,235</td> <td style="text-align: right;">215,000</td> </tr> <tr> <td>Special Appeal</td> <td></td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td>Total Income</td> <td></td> <td style="text-align: right;">100,168</td> <td style="text-align: right;">1,091,355</td> </tr> <tr> <td colspan="4">Donations</td> </tr> <tr> <td>January Funding</td> <td></td> <td style="text-align: right;">77,497</td> <td style="text-align: right;">77,497</td> </tr> <tr> <td>March Funding</td> <td></td> <td style="text-align: center;">-</td> <td style="text-align: right;">250,000</td> </tr> <tr> <td>May Funding</td> <td></td> <td style="text-align: center;">-</td> <td style="text-align: right;">180,000</td> </tr> <tr> <td>July Funding</td> <td></td> <td style="text-align: center;">-</td> <td style="text-align: right;">180,000</td> </tr> <tr> <td>September Funding</td> <td></td> <td style="text-align: center;">-</td> <td style="text-align: right;">180,000</td> </tr> <tr> <td>November Funding</td> <td></td> <td style="text-align: center;">-</td> <td style="text-align: right;">180,000</td> </tr> <tr> <td>Total Normal Donations (Note 2)</td> <td></td> <td style="text-align: right;">77,497</td> <td style="text-align: right;">1,047,497</td> </tr> </tbody> </table>	<u>INCOME</u>	<u>NOTE</u>	<u>28/2/2019</u>	<u>FY Forecast</u>			€	€	ESB Current Staff		57,689	346,136	ESB Pensioners		36,350	218,102	ESB Board Contributions			275,000	Miscellaneous Contributions		2,954	17,724	EirGrid Matching Funding			7,757	EirGrid Funding		1,939	11,636	Tax Rebate		1,235	215,000	Special Appeal		-	-	Total Income		100,168	1,091,355	Donations				January Funding		77,497	77,497	March Funding		-	250,000	May Funding		-	180,000	July Funding		-	180,000	September Funding		-	180,000	November Funding		-	180,000	Total Normal Donations (Note 2)		77,497	1,047,497	<p style="text-align: center;">ÉS/ HB</p>
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Evaluation Report and Proposed Fundings - continued - ALC	<ul style="list-style-type: none"> • EvalCo met on 05.03.2019, chaired by ALC and attended by PH, ÉS, JL, PK, JK, DF and FF, with Graduate Committee Member DB. • 32 funding applications were considered, to a total application value of €335,396. • The geographical distribution was good with applications from 17 countries broken down as follows. <ul style="list-style-type: none"> ➤ Bolivia, Brazil, Burkina Fasso, Gambia, Honduras, India, Ireland, Lesotho, Malawi, Pakistan, Rwanda, Somaliland 1 each; Ethiopia and Tanzania 3; Kenya and Uganda 5; Nepal and Nigeria 2 each. • 27 applications for funding were recommended – 12 in full and 15 in part. Five applications were rejected. The total recommended funding is €268,994 • Funding is made up of €255,829 in new funding plus €13,165 in previously agreed funding which has been reallocated to another project with approval from ElectricAid. • The following projects were approved: <table> <tr><td>19-H-001</td><td>€5,000</td></tr> <tr><td>19-H-024</td><td>€14,300</td></tr> <tr><td>19-A-023</td><td>€6,542</td></tr> <tr><td>19-A-021</td><td>€9,728</td></tr> <tr><td>19-A-141</td><td>€12,000</td></tr> <tr><td>19-A-019</td><td>€13,026</td></tr> <tr><td>19-A-018</td><td>€10,000</td></tr> <tr><td>19-A-016</td><td>€10,080</td></tr> <tr><td>19-A-014</td><td>€14,840</td></tr> <tr><td>19-A-013</td><td>€8,963</td></tr> <tr><td>19-A-012</td><td>€9,931</td></tr> <tr><td>19-A-011</td><td>€16,000</td></tr> <tr><td>19-A-010</td><td>€14,532</td></tr> <tr><td>19-A-009</td><td>€13,529</td></tr> <tr><td>19-A-005</td><td>€9,540</td></tr> <tr><td>19-A-004</td><td>€6,970</td></tr> <tr><td>19-A-002</td><td>€8,263</td></tr> <tr><td>19-A-110</td><td>€4,500</td></tr> <tr><td>19-A-008</td><td>€3,400</td></tr> <tr><td>19-A-152</td><td>€8,000</td></tr> <tr><td>19-A-147</td><td>€14,000</td></tr> <tr><td>19-A-145</td><td>€8,547</td></tr> <tr><td>19-A-114</td><td>€9,713</td></tr> <tr><td>19-A-139</td><td>€6,667</td></tr> <tr><td>19-A-138</td><td>€8,460</td></tr> <tr><td>19-A-136</td><td>€12,698</td></tr> <tr><td>19-A-059</td><td>€9,765</td></tr> </table> 	19-H-001	€5,000	19-H-024	€14,300	19-A-023	€6,542	19-A-021	€9,728	19-A-141	€12,000	19-A-019	€13,026	19-A-018	€10,000	19-A-016	€10,080	19-A-014	€14,840	19-A-013	€8,963	19-A-012	€9,931	19-A-011	€16,000	19-A-010	€14,532	19-A-009	€13,529	19-A-005	€9,540	19-A-004	€6,970	19-A-002	€8,263	19-A-110	€4,500	19-A-008	€3,400	19-A-152	€8,000	19-A-147	€14,000	19-A-145	€8,547	19-A-114	€9,713	19-A-139	€6,667	19-A-138	€8,460	19-A-136	€12,698	19-A-059	€9,765	
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<p>“Think Big - Bolder Boards” Update - ÉS</p>	<ul style="list-style-type: none"> • Following the “Think Big - Bolder Boards” workshop facilitated by FE, on 14th March, 2019, ÉS invited a representative from the different stakeholder groups to give a synopsis of ideas discussed. The following, which are in no particular order, were among the topics discussed: <ul style="list-style-type: none"> ➤ Recruitment and retention of staff by maintaining a healthy supply of new members. Identification of staff about to retire in line with GDPR regulations; make greater use of their skills and time when retired. ➤ Look at attitudes, perception and engagement with ElectricAid and how to address the perceived detachment between donors and members. ➤ Raise awareness by having tasks for members to do. It was felt that effective engagement would have the potential to help maintain membership and open doors to local and global charities. ➤ Relaunch communications campaign. ➤ Use local teams to interact with Network by making ElectricAid local for them. ➤ Look for strong contacts in different locations by developing local Reps and Champions and getting them involved early on. Apply locally for project funding. ➤ Use every situation as a marketing opportunity for ElectricAid. Tie in with events in ESB/EirGrid, e.g. Christmas Shoebox appeal. PC to approach Marketing. Look at ideas for marketing; work on a ten word slogan and small tagline. Meet with Marketing for guidance on options for other tasks. ➤ Develop and design the Application Process from a local representative perspective ➤ Organise Workshop with existing and non-members as well as with Charities being funded. ➤ FE, Facilitator, posed a challenging question by asking Workshop attendees what ElectricAid can do in the next 60 days. He has kindly offered more time to help ElectricAid to think bigger and bolder. ➤ Define Mission Statement and form Sub-Committee to draft a new Mission Statement. ➤ Work on a new Brand for ElectricAid. ÉS encouraged attendees at the ElectricAid Committee meeting to pair ideas and be as creative as possible. ➤ FF to devise a short Survey using the survey marketing account. FF to meet PC to help prepare the Draft Survey. ➤ Set targets and have pathways to achieve them. Have a model that moves along regardless of Committee members. ➤ User Partner videos on previously funded programmes for social media/news posts. FF to request from Partners. 	<p>PC ÉS ÉS FF/PC FF</p>

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<p>“Think Big - Bolder Boards” Update - continued - ES</p>	<ul style="list-style-type: none"> ➤ Personalise news items on projects delivered, e.g. name of a person impacted and their story. Should be provided by partners - FF to request. ➤ FF to circulate Bolder Boards output to the full ElectricAid Committee. 	<p>FF</p> <p>FF</p>
<p>Risk - ES</p>	<ul style="list-style-type: none"> • No risks were recorded. 	
<p>Desk Audits Update - FF</p>	<ul style="list-style-type: none"> • FF reminded relevant Committee members that completed Desk Audits are required for the upcoming annual audit by Moore Stephens. 	<p>Cttee</p>
<p>AOB - FF</p>	<ul style="list-style-type: none"> • Gataka Solar - Progress Update on 15-A-193 <ul style="list-style-type: none"> ➤ FF has made two unsuccessful attempts to get in contact. Formal complaint to be considered. JK to summarise sequence of events. • Malawi and Zimbabwe Emergency: FF to circulate emergency appeal documentation to ElectricAid Committee for funding consideration and a response by end of the week. • Concern WASH Engineers will be in Ireland on 18th June. Proposed to meet him/her - lunch and learn with a view to doing something. • TMcM going to Ghana at the week-end to review an ongoing project there. Suggested she interview a child with a view to posting it to website. • PH said she attended an interesting meeting re Syria. She expressed her disappointed that the Irish Government only accepted 300 Syrian refugees. • PH has submitted Dr. Trish Scanlan for a “<i>Presidential Distinguished Service Award for Irish Abroad</i>”, under the umbrella of ElectricAid, for her selfless and tireless humanitarian life saving oncology work at the Children's Cancer Centre, Muhimbili National Hospital, Dar-es-Salaam, Tanzania. (Award Category – Charitable Works). • JC invited to attend the May ElectricAid Committee meeting. • ElectricAid AGM meeting will be on Wednesday 1st May, 2019 Gateway 2 - Conference Room 3 p.m. • The next ElectricAid Committee meeting will be on Tuesday 28th May, 2019 Gateway 2 – Room 4.15 4 p.m. 	<p>FF/JK</p> <p>FF</p> <p>FF</p> <p>TMcM</p>

Meeting Schedule/Deadlines/Committee Meetings for 2019

Application Deadline	EvalCo	Executive Committee	Other meetings	
			01.05.2019 (AGM) Wed	
23.04.2019 Tues	14.05.2019 Tues	28.05.2019 Tues		
			25.06.2019 (Risk) Tues	
26.06.2019 Wed.	09.07.2019 Tues	23.07.2019 Tues		
			20.08.2019 - Tues (Planning & Strategy)	
28.08.2019 Wed	10.09.2019 Tues	24.09.2019 Tues		
29.10.2019 Tues	12.11.2019 Tues	26.11.2019 Tues		