

Minutes of ElectricAid Committee Meeting held on 26th January, 2021
Conference Call due to the COVID-19 Pandemic

Attendees via Skype and phone:

Éadaoin Smith	Judith Doherty	Hilary Boyse	Niamh Delaney
Tony Merriman	Pauline Holland	John Kelly	James Foley
Finola O'Donnell	Deaglan O'Donaill	Paul Cox	Gillian O'Regan
Gerry Mooney	Zoe Murphy	Joe Lawlor	Aisling Delaney
Fergal Fitzgerald	Mary Kavanagh	Oonagh Dalton	Peter Kelly

Apologies: Bernie O'Connor Jordana Santos Eduardo Galeazzo

Item	Description	Action by
Address by ElectricAid Chairperson	Éadaoin Smith welcomed all to the meeting with special mention for Oonagh Dalton who has recently joined the ElectricAid office team. Éadaoin Smith then introduced Ciara Tallon of Self Help Africa.	
Presentation by Ciara Tallon of Self Help Africa	<p>Ciara Tallon presented on behalf of Self Help Africa:</p> <p>Self Help Africa operates in ten countries in Africa – Benin, Burkina Faso, Eritrea, Ethiopia, Ghana, Kenya, Malawi, Togo, Uganda and Zambia. They operate to six principles and objectives:</p> <ol style="list-style-type: none"> 1. Agriculture & Nutrition 2. Co-operatives 3. Gender 4. Micro-finance 5. Climate Smart 6. Enterprise <p>The important issues for Self Help Africa are:</p> <ol style="list-style-type: none"> 1. Knowledge transfer – in areas of agriculture, food and nutrition, business and enterprise and capacity building of government partners. 2. Investment – a co-investment approach with communities. 3. Markets – providing a means for smallholders to bring products to market. <p>Innovation & Learning – ICT-enabled messaging and early warning systems to deal with crop pest and diseases.</p> <p>ElectricAid has assisted Self Help Africa for nearly twenty years and has supported fifty development projects with a total funding of over €500,000.</p>	
Conflicts of Interest	There were no conflicts of interest to report and Eadaoin Smith referred to the Register of Interests which had been circulated to members recently by Fergal Fitzgerald.	
Minutes of Previous Meeting and Matters Arising	The minutes of the previous meeting were accepted without amendment. Matters arising are dealt with under the following sections below. Proposed: Niamh Delaney, Seconded: John Kelly	
ElectricAid Office Update	<p>Mary Kavanagh delivered the ElectricAid Key Performance Indices for January 2021:</p> <p>There were fifteen fundings across thirteen countries with a total value of €180,275. There are 1,257 staff donors and 995 pensioner donors. The value of monthly staff donations has fallen off slightly while the monthly pensioner donations has stayed steady.</p> <p>Outstanding Reports:</p> <p>2017, 7 reports with a value of €47,580</p>	

	<p>2018. 8 reports with a value of €55,829 2019, 33 reports with a value of €295,811.</p> <p>The ElectricAid office recommends time with Evalco to review and update onboarding new applicants or applicants who haven't applied in more than two years.</p>																															
Finance Group Report	<p>Hilary Boyse reported on behalf of the Finance group:</p> <p>The ElectricAid accounts at year-end 2020 show that income is at €1,083,539 (up from €1,070,673 in 2019) while expenditure is at €1,064,400 (€1,141,985 in 2019) Overall, the accounts are in line with expectation. The only exception was that tax receipts were €10,000 higher than forecast which is a very positive outcome for ElectricAid. Hilary Boyse advised that the year-end financial accounts are now due to be prepared for audit</p> <p>There were two write-backs proposed. These payments were approved in July 2020 subject to additional information being received. As at January 2021 this additional information has not yet been received from either charity. Given the time lapse that has evolved, Hilary Boyse was seeking agreement to write back to enable funds to be released for other projects.</p> <p>Joe Lawlor proposed that it should be captured in our policy that no more than two funding periods elapse before write-back and this was accepted unanimously.</p> <p>Proposed: Gillian O'Regan Seconded: Deaglan O'Donail</p>																															
Evaluation Committee Report	<p>Pauline Holland reported on behalf of the Evalco group.</p> <p>ElectricAid Evaluation Committee met via conference call on Tuesday 12th of January. Attendees: Pauline Holland (Chair), Gillian O'Regan, Tony Merriman, Eadaoin Smith, Mary Kavanagh, Oonagh Dalton, Fergal FitzGerald</p> <p>Apologies: Jordana Santos, Paul Cox</p> <p>No conflicts of interest were declared</p> <p>Evalco assessed 20 applications seeking a combined total of €233,964 in funding. Treasurer guidance of €200,000 was advised. The Committee recommends 15 applications for funding totalling €180,275 Funding reached 12 different countries and geographic spread remains focused on African countries with 13 projects funded. 1 in Asia and 1 in Central America. 9 projects were funded in full, 6 in part. 5 projects were rejected and none deferred.</p> <table border="1"> <thead> <tr> <th>Country</th> <th>Funding</th> <th>Number of projects</th> </tr> </thead> <tbody> <tr> <td>Central African Republic</td> <td>16000</td> <td>1</td> </tr> <tr> <td>Ethiopia</td> <td>28844</td> <td>3</td> </tr> <tr> <td>Honduras</td> <td>16000</td> <td>1</td> </tr> <tr> <td>India</td> <td>14372</td> <td>1</td> </tr> <tr> <td>Kenya</td> <td>13000</td> <td>1</td> </tr> <tr> <td>Malawi</td> <td>10000</td> <td>1</td> </tr> <tr> <td>Mozambique</td> <td>28906</td> <td>2</td> </tr> <tr> <td>Rwanda</td> <td>16000</td> <td>1</td> </tr> <tr> <td>Uganda</td> <td>18741</td> <td>2</td> </tr> </tbody> </table>	Country	Funding	Number of projects	Central African Republic	16000	1	Ethiopia	28844	3	Honduras	16000	1	India	14372	1	Kenya	13000	1	Malawi	10000	1	Mozambique	28906	2	Rwanda	16000	1	Uganda	18741	2	
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	Proposed: Aisling Delaney Seconded: Paul Cox										
Governance Group Report	<p>Peter Kelly reported on behalf of the Governance group:</p> <p>There will be a Strategy Review meeting on 24th February 2021 which will be chaired by Judith Doherty. The existing Strategy plan will be circulated to all committee members and should be discussed at Sub-Committee level before bringing back to the main committee.</p> <p>The draft Code of Conduct for Trustees will be finalised before the next meeting.</p> <p>Fergal Fitzgerald will maintain the Register of Interests and the Register of Training Events for all committee members.</p> <p>The issue of Public Liability insurance for ElectricAid has been discussed by Fergal Fitzgerald with ESB Group Insurance. ElectricAid are not covered by the Group policy and may have to procure a policy for ElectricAid separately.</p>										
Membership Group Report	<p>Judith Doherty reported on behalf of the Membership group:</p> <p>Under item 2 of their report</p> <ul style="list-style-type: none"> • The value added – complete • How projects are funded – voiceover in progress • The committee and management – photos received, some outstanding • The difference we make – video selection <p>Under item 3</p> <ul style="list-style-type: none"> • Assessment of membership feedback – review complete, breakdown received • Identify CSR Champions – in progress <p>Under item 5</p> <ul style="list-style-type: none"> • Membership communications plan – plan drafted <p>Under item 6</p> <ul style="list-style-type: none"> • Recruitment & Local Membership Plan – content to be finalised <p>Under item 7</p> <ul style="list-style-type: none"> • Fundraising & Initiatives Plan – plan to be agreed and circulated. 										
AOB	<ol style="list-style-type: none"> 1. The AGM is targeted for a date between the May and July Executive meetings. 2. Judith Doherty will chair the meetings in March as Éadaoin Smith will be on annual leave. 3. A virtual coffee morning will be arranged as a ‘get-to-know-you’ event. 4. Fergal Fitzgerald reported that Christian Blind Mission (CBM) have offered to make a presentation to a future ElectricAid meeting – March meeting suggested. 										

Meetings Schedule for 2020/1

Application Deadline	EvalCo	Executive Committee	Other Meetings
Strategy Review Meeting		Tues, 24-02-21	
16-02-2021	09-03-2021	Tues, 23-03-2021	