



Australia's International Development Contractors Community

## BOARD MEETING – FRIDAY, 24 APRIL 2020

### MINUTES

**Attendees:** Therese Faulkner, Bernadette Whitelum, Joanne Choe, Nicky Thatcher, Stuart Schaefer, Richard Moore

1. Apologies: nil

2. Approval of previous minutes of Board Meeting 27 March 2020 – to be circulated and approved out of session.

3. Reports:

(i) Financial Report

previous balance at end of March \$57,718 – end of April \$52,153; forecast to end of financial year – we should have approximately \$25,000 in the account at end of June

- Payment to Chris Crewther has been processed \$5,775
- Credit Tony Crooks – individual member; membership form being chased by CMS; is known to Therese as a team leader with Australia Awards South and West Asia

**Board decision: The Board agreed to approve Tony Crooks IDCC Membership**

- Kris Kathiravel has now submitted invoices totalling \$23,870
  - o Have been checked by Therese and Stuart and all is in order
  - o Noted increase from previous estimates; caused by not factoring in GST, and by Kris doing additional work in January on the aid policy submission
  - o Therese noted that she has asked Kris to hold off on further work for now, pending decisions by the Board on priorities going forward
- Nicky asked if GST would be recoverable by us if we have paid it to Kris
- Therese noted that CMS have recommended we deregister for GST given the size of our income is less than \$75,000 per annum; however Stuart noted that we may exceed this with our proposed new membership fee model

**Action: Therese to ensure GST is recovered through the BAS process**

(ii) Secretariat Report (includes membership update)

- Nicky has agreed to take on Company Secretary role, and has been in liaison with CMS and will contact Myer Vandenberg lawyers to make changes
  - o Is exploring the ASIC requirements, and payments
  - o Registered office address will be Sustineo's address

**Action: Nicky to register as Company Secretary and change IDCC formal business address**

4. Update from Research and Policy Officer

- Therese reported that she had been in discussion with Kris about working on the new website, being done pro bono by DiscoveryDigital
- Therese noted that Kris's work is currently on hold because of reprioritisation of COVID-19 work

5. Current Issues

- Meeting with DFAT COVID-19 Taskforce
  - o Being held later this afternoon, Friday 24 April
    - Therese noted that neither Liz Peak, Jamie Isbister nor Rod Brazier can attend today's meeting
    - Meeting to proceed with Mark Tattersall and Sarah Goulding – both SES officers in the tasforce, plus directors from Aid Business Branch
    - All Directors confirmed they will attend
  - o We will use our draft set of principles as a guide for discussion, and submit something more formally at a later date
- Richard noted his concerns that the IDCC Board is not given the level of respect it deserves from DFAT
  - o Noted that ABB officials are always present at our meetings with anyone in the department or with Ministers
  - o Agreed that this seems to be a DFAT protocol not dissimilar to how they treat ACFID
  - o Noted that we need to keep working on changing the relationship with DFAT – keep chipping away
- Board members discussed pros and cons of multilaterals vs contractors
- Proposed levy on large organisation members and voting on ordinary resolutions 1 and 2
  - o Noted that large organisations had not all voted in favour of the resolutions, despite previous meeting with CEOs or their representatives
  - o Noted concerns by three large member organisations of the high cost of the levy in light of pressures caused by COVID-19
    - They would potentially support a lower amount of increased fees
  - o Board agreed not to approve the two ordinary resolutions, and will develop a new model for membership for member consideration

- Risk of losing members is too great, and feedback suggests support is there, but amount of money is a concern
- Richard and Stuart suggested new model should include different types of membership with levels of service/access commensurate with fees
- Nicky stressed need to foster a sense of community amongst members
- Jo and Bernadette agreed that different tiers could be divisive, but could be managed if the model was developed well

**Board decision: Ordinary resolutions 1/2020 and 2/2020 not approved**

**Action: Nicky and Stuart to develop a new model for membership fees, membership types and levy**

#### 6. Other Business

- Therese noted that 2 directors would be required to stand down before the next AGM and stand for re-election
  - Stuart and Bernadette did so before the 2019 AGM so would not stand down this time; Nicky elected in 2019 so will not stand down this year
  - Two of the other Directors – Richard, Jo and Therese – will need to stand down; agreed to consider this for further discussion.