

**The Annual General Meeting of the Irish Girl Guides CLG General Council
was held as a Hybrid meeting
via Zoom link and in the Irish Girl Guides National Training Centre
on
Saturday, 02 September 2023 @ 3pm**

- PRESENT via Zoom** Deirdre Synnott, Nicola Edwards, Dara Callanan, Andrea Lazenby-Simpson, Jessica Woods, Irene Mitchell, Una Wafer, Anne McElchar, Sinead Crilly, Amy McAuly, Caroline Flanagan, Cate O'Connor, Siobhan Coppinger, Ciara O'Reilly, Josephine Cronin, Roisin Mills, Kathy Walsh, Emer O'Sullivan, Margaret Dunne and Theresa McCarthy.
- PRESENT in NTC** Maureen Murphy, Dilys Lindsay, Deirdre Henley, Fiona Walsh, Amanda O'Sullivan, Annamarie Lawlor, Joanna Pearman, Eve Moody, Fiona O'Connor, Jo Dowdall, Lorraine McHugh, Mary Stack, Aine Divilly, Jillian van Turnhout, Aisling Claffey, Eidin Burns, Jenny Gannon, Irene Byrne, Paula McQuillan, Marian O'Reilly, Mary O'Donovan, Helen Concannon and Sally Smith.
- GUESTS** Jess Bond (WAGGGS via Zoom), Mary Stack (LSA Awardee), Staff – Karina Early, Stephen Mahon, Christopher Jablonski, and Nandana James.
- APOLOGIES** Jackie Bogue, Maureen Dillon, Jenna Goodwin, Evelyn Hayes, Ellen Keady, Fiona Moloney, Susan Mooney, Niamh Moore-Cherry, Sylvia Richardson, Mary Theresa Hally, Carina Egan, Rose O'Shea, Sarah O'Donovan, Geraldine Kirk, and Sarah Gannon.
- WELCOME** The President, Deirdre Henley welcomed everyone to the meeting. In particular, Deirdre welcomed special guests Jess Bond from WAGGGS World Board via Zoom and 50 Year Service Awardees Maureen Murphy and Mary Stack who were present in NTC.
- Deirdre stated that the agenda had been sent to each member with their invitation to the IGG Council meeting. Since no further items had been received, she took the agenda as having been approved. This was agreed.
- MINUTES** The minutes of the previous meeting were taken as read and approved for signing by Maureen Murphy. This was proposed by Mary O'Donovan and seconded by Dilys Lindsay.
- ANNUAL REPORT** The President called upon Amanda O'Sullivan, Chief Commissioner to present the Annual Report for 2022.
- Amanda began by commenting what a busy year we had and acknowledged it would not have been possible without the dedication and commitment of the volunteer leaders and all IGG staff working together to achieve the best outcome.
- She explained, in 2022 the planned transfer of IGG Unincorporated to IGG CLG took place on 1 July. A big thank you is expressed to staff who supported the transfer which included the closing and opening of bank accounts, updating IGG insurance cover, updating of all service contracts, and HR requirements to name but a few of the tasks required. The Chief Commissioner stated, as part of our good governance and due diligence IGG have an internal audit process for Unit accounts which has been in place for a number of years. Over ninety percent of local Units fully completed the process in 2022 which is an increase from 2021 and it is envisaged that as training and support for Leaders continues that this will increase. As part of the transfer to a CLG organisation all Area and District accounts were closed and those that are required at this level were reopened under the CLG. These accounts will be presented going forward in the IGG annual accounts.
- Amanda continued that 2022 was the start of the planning for a new Strategic Plan, this was undertaken by a group of volunteers and staff. Stakeholder reviews were completed with youth members including Ladybirds, Brownies, Guides and Senior Branchers, with Volunteer Leaders and Parents and also with our external stakeholders and from this a proposal was made to the Board on the new strategy, which was approved in December 2022 and launched in February 2023.
- The Chief Commissioner went on to summarise the partnerships and activities that took place during 2022 and noted partnerships are an important area for IGG as they support the programme of development for our youth members and these continued with Bank of America, Engineers Ireland, Blackrock Castle Observatory, Gaisce, Trócaire, DCU Education and Innovation, LearnIT and Janssen and Janssen. These partnerships offer opportunities for our youth members and our volunteer leaders to learn and grow. A project on Global Citizen

Education supported by funding from Irish Aid was initiated in 2022 and this project will continue for a number of years.

The successful LEGO programme continued to grow in 2022 and included the girls from Howth who represented IGG and Ireland in Brazil. We were delighted to have a presentation from them at last year's AGM.

In 2021- 2022 Dr Sinead Kane was our Honorary Ambassador and there was a Move with Sinead event held around the country supported by the regions, areas, districts, and Units. This was a very successful event promoting physical activity.

Ladybird Branch produced a new programme book for youth members, while MEDI supported members to attend the Dublin PRIDE parade. Guide branch supported the Regions to host the National Guide Awards and a big thank you is expressed to the regional teams for taking on this event between 2020- 2022. This event has reverted to Guide branch in 2023. Internationally as per the annual report volunteers attended training events, as well as the Europe Region Conference, and Units returned to international travel.

Regions provided regional conferences and a wide variety of leader trainings and some even held mystery leader trips. There were also many youth events held throughout the regions which were very well attended.

Some Units that had not been active in 2020 and 2021 reopened in 2022 and we had 400 Units active in this time frame and an upward trend has continued into 2023 with regard to Unit numbers and membership figures.

Irish Girl Guides' volunteers have provided many hours of leadership to girls and young women in local communities throughout Ireland in 2022. The range of activities that our Leaders planned for and carried out with the girls was as diverse as the girl's interests – STEAM, outdoors, arts, music, sports, engineering. There were over 10,000 badges awarded to IGG members. Each one of those badges represents a young person achieving their best in a chosen area and brings a smile of pride to the face of a girl showing her family her achievement. Each one of those badges also signifies hours of volunteerism by our Leaders.

Amanda continued, stating, we are delighted to be sitting here in the new National Training centre hosting the annual AGM. For a number of years this was an active project for the organisation, and in 2022, with support from the Sports Capital Grant and all the donors and sponsors this transformation became a reality. This team was led by Helen Concannon and on behalf of IGG Amanda passed on a huge thank you to Helen for her work.

The Chief stated, As outlined in the annual report the Board of IGG has continued to implement and review practices, policies and procedures which supports the organisation in maintaining our compliance with the Charities Governance Code. We have continued to monitor risks, as well as monitor the financial status of the organisation. We have completed a board review and also a review of our Safeguarding Trainers training pathway.

Finally, on behalf of IGG, Amanda thanked all those who supported the organisation during 2022, particularly our volunteer leaders, staff, parents of youth members, and the girls and young women of our organisation.

The adoption of the annual report was proposed by Jenny Gannon and seconded by Sally Smith.

ACCOUNTS

Fiona O'Connor, National Treasurer presented the IGG CLG accounts for 2022. She stated that on 1st July 2022 IGG formally transferred to a Company Limited by Guarantee. A new Sage was set up and Regions, Area and District accounts were brought in. This introduced over €700,000 into retained earnings of the accounts. She also noted that the look and feel of the accounts would be different as we moved towards SORP. The accounts were presented for the full year, but the first half of the year was dormant. Fiona continued that the auditor's report was clean, and they agreed the company was considered a going concern. The National Treasurer Fiona and the Chief Commissioner Amanda O'Sullivan signed off on the accounts on behalf of the Board of Directors.

The National Treasurer went on to summarise the overall income and expenditure position of the company. Income included the 2nd half of the YSGS grant, half of the membership fees plus some smaller grants. The Irish Aid Grant was divided into half last year and half this year. Grant expenses for laptops went through the 2nd half of the year. There was an increase in debtors in grants receivable. Fiona continued by stating that National Training Centre spending really kicked off in 2022. The asset of the building is held in Trust Company and at the end of last year over 1 million was sitting against the NTC building. Released provisions included spending on the NTC, IT work, diversity, and inclusion work and one other small release. Fiona noted there is a

small provision left that they are building for future camps. The National Treasurer continued, stating the second half of the year showed a loss. This is due to a drop in membership, the reliance on grant funding over the last two years and increased governance with CLG. Fiona then welcomed questions.

Questions:

1. *Helen Concannon asked where donations and sponsorship were recorded? Fiona responded if it came in, in the first half of the year, it is received in the first half of the accounts. They can be viewed in the notes of the financial statements. Going forward Sage will also have categories.*
2. *Helen then asked how do we decide who gets listed in the accounts as some donors/sponsors require their name being listed? Fiona responded that it is IGG's choice how they are recorded on Sage, but it is no problem to break down. It would need to be checked who wants to be advertised. Helen stated she will come back to Fiona on specific wording and Fiona stated she would go back to the auditors with the name updates.*
3. *Helen then had a query on Dublin Bus donations stating it was received in 2023 and should not be recorded in 2022. Fiona responded that she would double check this as she received donations twice from Dublin Bus in 2022.*
4. *Emer O'Sullivan put forward a question on why the Distribution Centre seems to have a very large deficit? Fiona responded that too much stock was bought. She continued that the DC had been operating in both black and red over the last number of years. It was discussed by Exec (Board) that day about reducing the stock. Costs to IGG had also gone up that had not been passed on to customers. The price of carriage was also queried, and Fiona responded that this makes a profit.*
5. *Helen Concannon stated that nowhere do we list out what DCEDIY is and stated it needs to be listed by the departments. The National Treasurer confirmed she will add a sentence to explain.*

The adoption of the IGG CLG Annual Accounts was proposed by Jillian van Turnhout and seconded by Maureen Murphy.

AUDITORS AND ACCOUNTANTS

It was proposed by Helen Concannon, seconded by Jo Dowdall, and agreed by all that RBK Accountants will continue as Auditor for IGG CLG for the coming year.

AMENDMENTS TO IGG CONSTITUTION

The President then called Jillian van Turnhout, Chair of Governance. Jillian stated that a document had been sent out prior to the meeting. The document stated that the Executive Committee (Board) plans to bring forward several changes to the Irish Girl Guides CLG Constitution and its purpose was to advise members of the changes under consideration. Jillian requested that members review and contact her if they have any questions or information regarding these proposed changes. Jillian stated that it is envisioned that these changes would be brought to an EGM in quarter one 2024.

RESIGNATIONS

Eidin Burns, Hanne Naughton, Carmel Dooley Boyce, Kathy Walsh, Marguerite Ronan, Rache Howe, Una Clarke, Anna Higgins, Joanna Pearman, Aisling Claffey, Mary Byrne, Angela Kelly, Lis-Marie O'Connor, Anne Marie Ronan, Gillian Ronan, Suzanne Prince, Clare Harte, Elaine Crowley, Michaela Barrington, Liz Downes, Anne Judge, Nora Curran, Hilary Barry

RE-APPOINTMENTS

Sinead Crilly, Evelyn Hayes, Amanda O'Sullivan.

APPOINTMENTS

Katriona Kiely, Andrea Lazenby Simpson, Lisa Enright, Karen Hogan, Ciara Casey, Theresa McCarthy, Aisling Claffey, Joanne Dowdall, Sarah O'Donovan, Karina Dingerkus, Niamh Moore-Cherry, Valeri O'Shea, Caroline Carmody, Elizabeth Davidson, Ellen Keady, Helen Cahill, Noirin Mercer, Susan Mooney, Jean Le Good, Sorcha Langford, Jillian van Turnhout, Caitriona Burnell, Laura Pentony McKeon, Deirdre Henley, Karen Walsh, Joanne Ritchie, Sophie Cassidy, Ruth O'Reilly, Angie Wojnar, Clare Harte, Anne Marie Slevin, Dara Callanan, Sally Smith.

APPOINTMENTS TO GENERAL COUNCIL FOR THREE YEARS

Lisa Enright, Fiona Walsh, Gillian Finan, Emer O'Sullivan, Jenna Goodwin, Mena Timoney, Alison Cahill, Averil O'Connor, Hazel Convery

PERMANENT
APPOINTMENT TO
COUNCIL

Maureen Murphy

PRESENTATION
OF 50 YEAR
SERVICE AWARD

Lorraine McHugh, CEO introduced Maureen Murphy and Mary Stack who were being presented with a 50-year service award. Lorraine gave an outline of their Guiding careers to date. Amanda O'Sullivan presented the certificates and award broaches and both recipients were congratulated on this milestone achievement by all present.

HONORARY
AMBASSADOR

The President, Deirdre Henley confirmed Sheila Naughton had been voted as our next Honorary Ambassador. Due to a prior engagement Sheila was unable to attend the AGM. Deirdre looks forward to introducing the Honorary Ambassador at the National Guide Awards 2023.

OLAVE AWARDS

Aisling Claffey, International Commissioner stated that she recently attended the WAGGGS World Conference in Cypress with Amanda O'Sullivan, Chief Commissioner. It was here that Irish Girl Guides were recognized with three Certificates of Recognition. The Olave Awards 2021-2023 focused on the theme of sustainability. The three certificates were awarded as follows:

1. Safety Sisters – Accepted on their behalf by Jenny Gannon
2. Ardagh & Viking Guides – Accepted on their behalf by Joanna Pearman
3. Octagon Camp Committee – Accepted by Helen Concannon

GUEST SPEAKER

The Chief Commissioner Amanda introduced Jess Bond, WAGGGS World Board Member via Zoom. Jess gave an overview of the WAGGGS Awards and thanked staff and volunteers for their continued work. Jess stated the Medal of Service was the highest volunteer award in WAGGGS given to noteworthy and exceptional Leaders. She went on to confirm at the WAGGGS World Conference in Cypress it was announced, in recognition of outstanding service to IGG and WAGGGS, Jillian van Turnhout was the worthy recipient.

An appreciation video was then shown recognising Jillian's work. This video was narrated by Fiona Bradley, World Board Trustee, who further thanked Jillian for her time, knowledge and dedicated service.

The Chief Commissioner confirmed she had accepted the award at the World Conference on Jillian's behalf and then formally presented Jillian with her certificate and medal. Jillian accepted her award thanking all involved particularly Jess Bond, Fiona Bradley and WAGGGS.

CHIEF
COMMISSIONER

Amanda O'Sullivan began by stating what an honor it was to be stood here again in this role. She thanked those in the room and also those who have joined online for their attendance, noting hybrid meetings continue and the learning from the pandemic is that we can do this and will continue to do this.

The Chief then introduced Lorraine McHugh to the role of CEO for the organisation. Lorraine started her role at the end of July and is looking forward to meeting lots of our members. She is currently familiarizing herself with the organisation.

Amanda continued by expressing her gratitude to our fantastic volunteer leaders without whom the organisation would not be able to continue to grow, to parents for believing in what we can do, to all staff for continuing to provide support to our Leaders and Units; to our partners and donors for their continued support and belief in IGG. To district and area commissioners who take on the additional volunteer roles in their communities, to members of the branches and committees and special project teams that support the programme element, to regional commissioners who supervise a staff member, organize events and trainings and support the work of the Board, to members of the Board who have supported the organisation with the changes that have taken place in 2022, without the organisation would not be the great organisation it is today. And to our youth members for continuing to enjoy and grow in this fantastic organisation. Amanda said they keep her grounded and remind

her as to why she does this role. She continued that she had a really great conversation with a new staff member in work this week about being a member of IGG. They were a Guide at Camp101. Did she remember any issue with the rain or a wet campsite? No, her abiding memory is about the fun, adventure, and friendships from this week. And of course, the no bouncing on the floor in the large marquee!

One of the changes that was mentioned at the 2022 AGM was a project that was initiated in 2021 to look at the structure of the Executive Committee in IGG to ensure it is an up-to date and effective structure that continues to support the organisation in achieving its goals. This project continued into 2023 and is an ongoing project. Some of the changes have been completed such as the renaming of Constitution to Governance, and updating of terms of reference for other committees to reflect the work that is being completed.

Unfortunately for IGG Covid has had a major impact on our membership figures over this and this is a priority for the organisation to support and retain our existing members but to also recruit new members to our fantastic organisation. Do you have a role to play in this? We all have a role to play in this, by speaking out about what we do, taking opportunities to let your community know about IGG and how we can support the learning and development of the girl, but also of the benefits to our volunteers. Go and share the joy of what we do on a weekly basis as it is these stories of what you gain as a Leader that will inspire others to join.

Amanda continued mentioning again our transition to a CLG in 2022. With the experience of hindsight she said, would we make other choices to support this transition? I think I can say we probably would – two sets of accounts, alongside new auditors and no CEO for a number of months all presented a challenge. Amanda stated thanks to Fiona O’Connor and the finance staff of Naomi and Siobhan this process has been completed and we have the two sets of financial statements over the line with a new auditor and a lot of learning for the future. We really do like a challenge in IGG.

In 2023 the National Office staff moved from 27 Pembroke Park to the National Training Centre. They packed up and unloaded 50 years of memories and furniture, files, publications and the distribution centre. Moving house is rated as a stressful event for all of us so moving office is also a stressful endeavor. This was a mammoth task and Amanda said to the staff who are here and those not here a huge thank you is extended to you all for your support and engagement during this task. Amanda then gave a mention to Karina who led the staff team with this move and extended a really huge Thank You for her leadership and direction.

Finally, the Chief finished by thanking all of the presenters here today, the 50 year recipients, and our Service of Merit awardee, and the staff team for the organisation and support for today’s event. She gave special thanks to Deirdre Henley for chairing her first of many council meetings. Amanda concluded by thanking all for their attention and finished with the following:

Why be a volunteer? (Author Unknow)

It’s not for money, it’s not for fame.

It’s not for any personal gain.

It’s just for love of fellowman.

It’s just to lend a helping hand.

It’s just to give a tithe of self.

That’s something you can’t buy with wealth.

It’s not medals worn with pride.

It’s for that feeling deep inside.

It’s that reward down in your heart.

It’s that feeling that you’ve been a part.

Of helping others far and near.

That makes you want to be a Volunteer.

CONCLUSION

There being no further business, the meeting was adjourned by the President Deirdre and members attending in person were invited to refreshments.

Date:

Signed:

