

2022 17 December ICAI Board Meeting Agenda

Present: Australia (Kevin Balm), Kenya (Henry Mpapale), Nepal (Ishu Subba), Taiwan (Eric Tseng), USA (Karen Snyder), Zimbabwe (Gerald Gomani)

Apologies: Great Britain (Derek)

19 November Minutes

<https://drive.google.com/drive/u/1/folders/1NL9SpZ6CMz7sVW3BWqtwSS8fVWLQC7SN>

Finances

See 2023 budget draft page 3

Proposed Agenda for General Assembly

10' (Kevin) Check in: Breakout in five groups (continents represented in each group – Africa, Americas, Asia, Europe). Where are you zooming in from? What is a highlight of your ICA in 2022?

20' (Virginia) Reflection on “What is ICA’s overall mission? What does it know, do and be?” Multiple teams working on one GoogleDoc.

(Ken) Key reports:

- Introduce the ICAI Teams – Began operating in July 2021 as 10 Global Teams. Dropped Community Development; added UN Relations and proposing Signature Programs.

GEOGRAPHIC FOCUS	MISSIONAL IMPACT	INTERNAL STRENGTHENING
<ul style="list-style-type: none">• AsiaPacific• IberoAmerica• Revitalizing Africa	<ul style="list-style-type: none">• Communications• Global Conferences• Signature Programs• ToP Approaches• UN Relations	<ul style="list-style-type: none">• Core Team• Fundraising• Membership Care• Organization Sustainability

- 30' Five-minute verbal reports from:
 - Revitalizing Africa: Reporting on Africa Conference
 - Fundraising: Training 10 ICAs globally
 - Membership Care: Pilots Canada, Ghana, Nepal, Spain, Uganda
 - Organization Sustainability: Pilots Cote D'Ivoire, Guatemala, Kenya, Nepal, United States
 - Signature Programs: New team: Climate Action, Courage to Lead, Learning Basket
- 20' Team Reflection: What is the impact and outcomes from the teams on our work globally, regionally, locally? (format What?, So What?, Now What?)

30' (Ishu) Finances: 2023 budget presented, followed by deliberation on increasing ICAI revenue

10' (Henry) Resolutions:

- GA Design Reporting: Quarterly rhythm of General Assembly. What are other areas for GA deliberation?
- ICA country reports on PowerPoint for April General Assembly: Key accomplishments, challenges/learnings and next steps.

Next Steps to Prepare for General Assembly

- Email GA announcement emailed by secretary before December 21 so there is a 30-day notice (Jan 21 GA). Include 35 ICAI members and ica-network@ica-international.org.
- In Board minutes remind all Teams to create PowerPoint slide report and email to: Eric Tseng at erictgaudi@gmail.com
- Translation: Translation includes simultaneous translation at GA and translation of documents. Past year Asia ICAs had volunteer translators for Chinese, Korean and Japanese. For January GA identify translators for Spanish and French. Kevin has emailed Mirrelle re French. Eric will contact Larry Philbrook about Spanish translators in ToP USA network. Kevin will check with Liseth re the zoom addon for translation.
- Contact facilitators re willingness to facilitate and attending January 7 Core Team meeting: Henry will contact Ken Kinney. Karen will contact Virginia.

Signature Programs Team

- Current signature programs include:
 - Climate Action: Karen will contact Linda Hamilton and Sunny Walker about membership on the team
 - Courage to Lead: Canada staff have written Courage to Lead recommendations for team consideration
 - Learning Basket: USA (Elise), India (Bhimrao), Japan (Don Hinkelman)

Future Global Conferences

- Africa ICAs are recommending Zimbabwe for a 2024 global conference
- Global Conferences Team has been on hiatus as new dynamics of virtual and in-person dynamics are being created.
- Asia Pacific has seen itself prototyping what a global conference could look like.
- Next steps: Reconvene Global Conferences Team to consider and make recommendations to ICAI Board; then Board takes to General Assembly. Next GA in April.
- Rehearse history of global meetings: 1984 IERD, Denver, Japan, Nepal. Rehearse values for holding in person or virtually (financing; participation ICA, outside ICA; frequency; role of quarterly GAs in relation to global meetings; etc.). What is emerging? What is need for an in-person conference? How are we creating a global environment? How are our images changing?

Reflection on Meeting

- Highlight today: Deciding GA agenda and process. Reviewing financial plan.
- Emotions: Global conference was a surprise and encouraging to think of dynamics of future conferences. Surprised Africa willing to have a global conference after November conference. Surprised not yet discussed in core or board meetings. Disappointed in meeting attendance.
- Last Board meeting for 2022. Have wonderful holidays. See you January 7.

ICAI Budget: 2022 and 2023 Proposal

	Proposed 2022 Budget (USD)	2022 Actuals (Translated to USD, 30 Nov 2022 (as per exchange rate 1 USD = 1.38 CDN)	Proposed 2023 Budget (USD)
Budgets & Totals			
Balance from Previous Year	\$13,327.44	\$13,327.44	\$3,857.20
Income			
Membership Dues	\$5,000.00	\$4,330.72	\$4,500.00
Legacy Funds			\$6,000.00
Total Income	\$5,000.00	\$4,330.72	\$14,357.20
Expenses			
Awarded Support			
Fundraising team	\$5,000.00	\$4,739.13	\$5,000.00
Africa Conference	\$0.00	\$2,018.12	
Total Awarded Grants	\$5,000.00	\$6,757.25	\$5,000.00
Communications			
Zoom and translation Add-on	\$400.00	\$89.27	\$200.00
Simultaneous translation and documentation	\$2,600.00	\$1,111.72	
Board Members Communication	\$0.00		
Web Designer & Social Mgmt	\$3,600.00	\$4,700.00	
Total Communications	\$6,600.00	\$5,900.99	\$200.00
Administration			
Website Hosting	\$0.00		\$3,600.00
Bank Fees	\$325.00	\$399.05	\$400.00
Pay Pal Fees	\$75.00	\$19.04	\$75.00
Storage Fees	\$1,200.00		
Government Corporations filing	\$0.00		
Bookkeeping, financial statmts.	\$500.00	724.64	\$1,000.00
F2F Board Meeting	\$0.00		
Total Admin	\$2,100.00	\$1,142.73	\$5,075.00
Contingency			
			\$3,000.00
Membership Dues	5,000.00	\$4,330.72	\$4,500.00
Balance from Previous Year	\$13,327.44	\$13,327.44	\$3,857.20
Legacy Fund			\$6,000.00
Total Income	\$18,327.44	\$17,658.16	\$14,357.20
Total Expenses	\$13,700.00	\$13,800.96	\$13,275.00
Cash Total (Balance)	\$4,627.44	\$3,857.20	\$1,082.20
Remaining of Legacy	\$81,077.39		
Cash + Vanguard	\$85,704.83		
Accounts	PayPal – USD and CDN. RBC USD and CDN.		

Sell approx 200 shares

July 2022 Spanish

- Recommending annual dues paid by end of the first quarter (March 31)
- Brainstorm for additional income sources to operate ICAI: Vanguard, ToP royalties, base annual assessment on 10% of a teacher's salary.