

**Rotary International in Great Britain & Ireland (RIBI)
Special General Council (GC) Meeting Report
8th January 2017**

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Approved by Chairman

Decisions of Special General Council Meeting 8th January 2017

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
1	APPROVED	26
RIBI will hold a face to face business meeting every third year. In the intervening years the business meeting will be held in an appropriate format as agreed by General Council.		

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
1	APPROVED	27
The budget for the Presidency of RIBI is to be reduced by £10,000 for the year 2017/18.		

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
1	APPROVED	28
District Governor costs are not subsidised by RIBI for attendance at the RIBI Conference from 1 st July 2017.		

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
1	APPROVED	29
General Council recommends that the RIBI Conference be discontinued in its present format from 1 st July 2018. An alternative national event will be held with a focus on external Public Relations (PR)/marketing within an agreed budget.		

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
1	APPROVED	30
General Council requests that the 2017/18 budget for the RIBI Leadership Assembly is reduced by £20,000.		

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
1	APPROVED	31
RIBI continue Domestic and International teams recognising the cost saving following the discontinuation of service committees.		

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
1	APPROVED	32
Recognising there is to be a review of Regional Assemblies after those held in 2017, the General Council is to make recommendations for forward planning after the review. The 2017/18 budget is reduced by £5,000.		

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
1	APPROVED	33
General Council recommends the 2017/18 budget for General Council meetings is reduced by £8,000.		

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
1	APPROVED	34
The General Council recommends the General Council is to be renamed as the Governing Council.		

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
1	APPROVED	35
The General Council recommends the Executive Committee be known as the Operational Committee of RIBI.		

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
2	APPROVED	36
The General Council recommends the membership subscription for 2017/18 shall be £60 per member.		

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
2	APPROVED	37
The General Council recommends the membership subscription for 2018/19 shall be £62 per member subject to GBP/USD exchange rate.		

MINUTE NUMBER	D. GC 2016/17	DECISION NUMBER
2	APPROVED	38
The General Council recommends the membership subscription for 2019/20 shall be £65 per member subject to GBP/USD exchange rate.		

Approved by Chairman

Action List of General Council 8th January 2017

Action No.	Refers to Item No.	Action	Who	When
1	2	The RIBI Finance Committee is to review the draft budget with the objective of obtaining subscription levels as outlined in D.GC.2016/17:36, D.GC.2016/17:37 and D.GC.2016/17:38.	RIBI Finance Committee	ASAP
2	3	A communications document outlining decisions made at the meeting is to be crafted by President Eve Conway and Hon. Treasurer Niall Blair. The document is to be circulated to the General Council for approval ahead of circulation to the membership.	President Eve Conway, Hon. Treasurer Niall Blair and General Council	ASAP

Approved by Chairman

**General Council (GC) Minutes
Special General Council Meeting
Rotary International (RI) in Great Britain and Ireland (RIBI)**

Time and Date:

Sunday 8th January 2017.
Meeting started at 09:00 and closed at 17:05.

Location:

Rotary Support Centre, Kinwarton Road, Alcester, Warwickshire, B49 6PB.

Distribution of minutes:

Officers of the Association, District Governors, Past Presidents of the Association, District Governors-Elect, Officers-Elect, Chairman of the Audit Committee, General Secretary of RI, Committee Chairs, Chairman and members of the Constitutions Committee.

Personnel:

EVE CONWAY (Redbridge) President and **Chairman**;
Governors, Districts 1010 to 1285 (*Exceptions listed below*) (DGs);
PETER DAVEY (Monmouth) Immediate Past President (IPP);
DENIS SPILLER (Strood) Vice President (VP);
DEBBIE HODGE (Ware) Vice President Elect (VPE) (no vote);
DONNA WALLBANK (Brynmawr) President 2019/20 (no vote);
NIALL BLAIR (Marlow) Honorary Treasurer (Hon. Treasurer);
PETER OFFER (Coventry Jubilee) Rotary International (RI) Director;
BRIAN STOYEL (Saltash) RI Director Elect (RIDE)(no vote);
AMANDA WATKIN (Redditch Kingfisher) General Secretary (GS)(no vote);
GARTH ARNOLD (Donaghadee) District Governor Elect(DGE)1160 (no vote);

Attending:

ROGER SUMMERS (Amber Valley) Immediate Past District Governor (IPDG)1220 (Substitute for DG1220 Colin Gell);
TINA HOWARD (Head of Club & District Support) (no vote);
RACHAEL ELSEGOOD Executive Assistant (EA) (note taker) (no vote).

Apologies:

PETER OFFER (Coventry Jubilee) Rotary International (RI) Director;
COLIN GELL (Carlton) DG1220;
GERRY KEIRANS (Newbridge) DG1160;
TONI FINKEL (Edgware & Stanmore) 1130 (no vote);
GRAEME ARCHIBALD (Elgin) DGE1010 (no vote);
PRUE DIXON (Stevenage) IPDG1260 (no vote).

Item		Action
1	<p>Background Information <i>Statements:</i></p> <ul style="list-style-type: none"> • The special General Council meeting was called to address changes in the Association's financial situation as outlined below. • The Business Meeting in 2016 agreed a budget showing a deficit of £108,000. Forecasts showed that the deficit could be £348,000, excluding the cost of premises refurbishment or capital gains following the sale of investments. The outturn likely worsened due to the following factors: <ul style="list-style-type: none"> • Higher payment to RI due to the GBP/USD exchange rate £132,000 • Lower than expected membership numbers £39,000 • Conference deficit £51,000 • Cancelled Affiliation Fees £27,000 • Magazine net cost higher than budget £24,000 • Rental income not realised £10,000 • Staff costs -£21,000 • Various budget adjustments -£22,000 • In response to this situation, in November 2016 the Presidential Continuity Group along with two seconded DGs were tasked to create a three year business plan, suggest a subscription level and to put forward ideas for short term change for the General Council to decide upon. • To complement this task, in November 2016 RIDE Brian Stoyel was tasked with coordinating a review of RIBI activities in order for the General Council to consider more substantial 	

medium and longer term changes with the benefit of strategic views from all district continuity teams.

- A summary of the findings of both reports along with discussion and decisions made upon them are recorded below.

RIBI Structure Review

Statement: RIDE Brian Stoyel presented the findings of the Structure Review to the General Council. Feedback from districts was reported item by item in order to provide an overview to the General Council before any decisions were made.

Business Meeting

District Feedback: A number of districts reported the Business Meeting was irrelevant to many members. It was proposed the Business Meeting could run every three years in line with Council on Legislation (CoL) requirements.

General Council Discussion:

- Value was recognised in the ability of the Business Meeting to provide democracy and give members a voice.
- Recognition was given to the fact switching to online meetings would reduce cost.
- Concern was raised that any move to reduce the frequency could delay decision making.

RI Coordinators

District Feedback: Districts reported they wanted to see RI Coordinators having a heightened role in leading membership, public image, Foundation and training teams.

General Council Discussion:

- It was felt RI Coordinators should be embedded into the membership committee and they are currently underutilised.
- Whilst it was understood that RI Coordinators were appointed by RI and RI take recommendations from various sources when determining such appointments, the exact decision making process remained unclear.
- Where RI Coordinators had met with District Governors (DGs) and Assistant Governors (AGs) to deliver Rotary Club Central (RCC) training, the use of RCC in those areas had improved. The same could not be said in areas where training had not occurred.

RI Director

District Feedback:

- Feedback showed the RI Director should be more involved in, but not in control of, operations and governance.
- In addition it was proposed the RI Director should act as the Chairman of General Council meetings.

General Council Discussion:

- Due to the international travel commitments arising from the position, attendance at every General Council meeting and webinar had proved impractical in recent years and this may prove a barrier to the RI Director acting as Chairman.
- Future plans had been drafted to host RI Director “surgeries” enabling members to have open face to face dialogue with the RI Director at key events such as the RIBI Conference.
- Agreement was reached that the RI Director should be more involved.
- It was confirmed that the expenses of any individual appointed by RI (such as the RI Director) are covered by RI.

RIBI President

District Feedback:

- There was a strong response indicating the role of the RIBI President could be redefined as Chairman.
- Many districts reported the RIBI President should carry out fewer district visits, fewer District Conference visits and instead increase focus on public image.
- It was suggested the RIBI President should be appointed rather than elected.
- Introducing a two year position for the RIBI President instead of the current one year term

was put forward for consideration.

General Council Discussion:

- District visits should reduce and the President should only attend where there is clear external benefit.
- A two year position may discourage future applicants due to the time commitment, especially when considering additional years served as Vice President Nominee, Vice President Elect, Vice President and Immediate Past President.
- Delicacies arise when faced with underperforming or unsuitable volunteers in national posts.

Rotary Support Centre

District Feedback:

- Districts reported the Rotary Support Centre should be retained as a worthy arm of the Association although it was felt services were unknown to some districts.
- It was requested responsibilities of the Rotary Support Centre should be greater defined.
- Concern was raised over the usability of the rotarygbi.org website.
- Recognition was given to the fact the workload of AGs and other officers are reduced due to the Rotary Support Centre handling many enquiries centrally.
- A proposal was put forward suggesting RIBI National Youth Competitions should be administered by the Rotary Support Centre and dates shall fall in the same month.
- Some feedback also stated the Rotary Support Centre should be relocated.

General Council Discussion:

- The Rotary Support Centre was described as being of great value to RIBI and without it enquiries would be handled from handled by the RI Europe and Africa office in Zurich or Rotary International's HQ in Evanston.
- A full review of relocating the Rotary Support Centre to a more central area was carried out in 2010/11 and it was found to be cost prohibitive. The review stipulated that if required, such decision shall not be revisited until 2020 at the earliest.
- It was reinforced the recent improvement works carried out were necessary to maintain the value of the building. Any income from renting out the refurbished areas was a bonus and such income had never been intended to fund the refurbishment project.

RIBI Conferences

District Feedback:

- A need for change was recognised across the majority of districts due to increased cost and falling attendance.
- Feedback ranged from discontinuing Conferences after Manchester in 2017, to holding Conferences of a shorter duration to holding Conferences on a triennial basis.
- Suggestions were made to have a greater focus on public image, supporting Rotary and to dispense of outside charities without a strong link to Rotary.
- Reports indicated that the cost to travel to the event was often a factor in determining attendance.

General Council Discussion:

- All were in agreement the current format of the RIBI Conference had to change and a cost-effective solution should be sought.
- It was realised that whilst districts often apportion an element of district subs to the District Conference, the same cannot be said for the RIBI Conference currently.
- It was highlighted the Conference is a cost of promotion and the Conference should showcase Rotary and engage with younger people. Concern was raised that moving to a triennial basis would reduce Rotary's exposure to the public which is a key focus of the Association.
- It was recognised Article 10 mandates an Annual Conference although flexibility is given to the format and shape of the event.
- VPE Debbie Hodge shared her radical plans for a one day event in 2019. Briefly it would be comprised of a morning of Rotary activities, an afternoon hosting the Rotary Young Musician national final along with a colloquium hosted by Rotarian Action Group Against Child Slavery (RAGACS).
- The cost to cancel the venue booked for the 2018 Conference in Torquay had been

investigated and stood at £35,522. It was noted due to obtaining a special discount when booking, the cancellation cost was approximately £17,000 higher than the cost paid to hire.

RIBI Leadership Assembly

District Feedback:

- Only five districts mentioned the RIBI Leadership Assembly in their returns. All five saw some value in it but would prefer a shorter event.
- Another comment stated the event is top heavy with DGs and partners who have heard the message via RI.
- Many felt there was value in the Leadership Assembly however it was considered a large expense.

General Council Discussion: It was felt training was imperative, particularly as the AGs have the most opportunity to engage and develop clubs.

Executive Committee

District Feedback:

- Feedback indicated the Executive Committee should be known as the Operational Council with greater clarity of purpose for members of General Council.
- It was felt across districts the Executive Committee is needed, more training for new members was suggested but otherwise little change required.

General Council Discussion: Comments echoed those made at district level.

Administrative Committees

District Feedback: Feedback indicated the Administrative Committees (Constitutions, Executive, Finance, Operations Review & Audit and Leadership Development & Training) are effective and should continue.

General Council Discussion: Comments echoed those made at district level.

Regional Assemblies

District Feedback: Reports strongly indicated Regional Assemblies should be discontinued immediately as they were of little value.

General Council Discussion:

- Analysis of the feedback surveys from 2016 attendees was shared with the General Council and was in stark contrast to feedback received from districts. It was recognised that those who offered feedback on behalf of the district may not have attended.
- Following the 2016 events which attracted 398 delegates, 232 delegates participated in the feedback survey. Of those who responded:
 - 78% agreed the event helped them to prepare for their district/cub role in the coming year
 - 97% were satisfied with the opening session.
 - 78% were satisfied with the ice breaker.
 - 86% were satisfied with the group sharing session
 - 85% were satisfied with the service development for the coming year session
 - 82% were satisfied with the district/club assembly preparation session
 - 98% were satisfied with the final general session
 - 82% felt the facilitator was effective in overall management of the session
 - 84% felt the facilitator was effective in encouraging the whole group to contribute
 - 66% felt the event fulfilled its objective of preparing the incoming leadership teams for their leadership roles, 28% felt reasonably so and 7% felt it was not successful.
- It was reported 30% of attendees were not district officers.
- Cancelling events in early 2017 would be unrealistic as volunteers had spent many hours preparing the events, registrations had opened and contracts were signed.
- It was reaffirmed a full review of Regional Assemblies was scheduled to take place post the 2017 events.

Service Committees

District Feedback:

- Feedback signified districts wanted to discontinue the Community Service, Vocational Service, International Service and Youth Service Committees.
- It was felt there are good projects in all clubs and direction is not needed at a national level.
- Consideration is to be given to current national events as to their continuance and organisation for their membership and public image value.

General Council Discussion: Service Committees in the traditional format had already been discontinued in the 2017/18 plan.

Domestic and International

District Feedback:

- Reports showed districts were uncertain of the purpose of the committees and felt the change was a short term fix to save money.
- Concern was raised over possible duplication at district and RIBI level.

General Council Discussion: Value was recognised in partnerships at national level and Rotary's work with the Stroke Association was used as an example.

General Council

District Feedback:

- It was proposed the General Council should be restructured as a Governing Council made up of 25 districts, five regions or eight regions in order to reduce the size of the General Council.
- It was felt more clarity was needed on purpose and focus should be given to vision, strategy, membership and public image.

General Council Discussion: Any move to regional representatives was not favoured as it would potentially remove each districts voice and vote.

Shape of Districts

District Feedback: Feedback indicated districts wanted flexibility in order to consider the most appropriate format for their team of district officers.

General Council Discussion: General Council await feedback from recent district dissolutions and mergers before any change in the number of districts would be considered.

Decision Making

Statements:

- Following the overview provided by RIDE Brian Stoyel and debate upon each element, consideration was given to creating a vision statement for the Association although one was not agreed at this point.
- The General Council members agreed to take decision on the points raised above ahead of confirming the draft budget on the understanding that any changes made are likely to affect the draft budget. In addition, the RIBI Strategic Plan created in 2014/15 was shared with the General Council.

Business Meeting Cost Savings

Statements:

- It was confirmed the cost of holding the Business Meeting was approximately £20,000 and various ideas were shared on how to reduce this.
- Consideration was given to holding a Business Meeting every three years in a similar format to the CoL timeline, although it was feared this may be perceived to reduce democracy and delay decision making. It was also suggested the business meeting could be held by other means (e.g. online) which was estimated to reduce cost by approximately 50%.

Decision: RIBI will hold a face to face business meeting every third year. In the intervening years the business meeting will be held in an appropriate format as agreed by General Council as outlined in D.GC.2016/17:26. The main reasoning behind this decision was a cost saving of approximately £10,000 per online meeting although it was confirmed this would have to be ascertained. Further points to support this decision were listed as retaining the opportunity for member's voices to be heard annually, avoiding prolonged delays in decision making which could arise from a triennial meeting and ensuring full financial planning be undertaken every three years with annual review. In addition, flexibility is offered to hold a face to face meeting should a special need arise.

Presidency Cost Savings

Statements:

- Discussion took place on the role of the President and value of district visits. It was recognised that some activities undertaken by the President did not add value. Shorter visits to districts had been planned for 2017/18 with focus on attending only those events that add value or offer a public image opportunity. A greater focus had been planned for attendance at district council meetings.
- Consideration was given to changing the title of the RIBI President to the RIBI Chairman, however it was felt the term President held the biggest influence and therefore the title remained unchanged.

Decision: In order to reduce expenditure the General Council agreed the draft budget for the Presidency of RIBI is to be reduced by £10,000 for the year 2017/18 as outlined in D.GC.2016/17:27. It was expected this cost reduction would be achieved primarily through a reduction in travel.

Rotary Support Centre Cost Savings

Statement: General Secretary Amanda Watkin advised staff costs had been cut by approximately £21,000. All draft budget lines had been reviewed by the Finance Committee.

RIBI Conference Cost Savings

Statement: To abolish the RIBI Conference the matter would need to be taken to the Business Meeting before going to CoL in 2019, a timeline many felt was too slow. Discontinuing the current model would provide a faster solution to escalating costs associated with the event.

Decisions:

- It was agreed District Governor costs shall not be subsidised by RIBI for attendance at the RIBI Conference from 1st July 2017 as outlined in D.GC.2016/17:28. It is expected this will result in a cost saving of approximately £11,000 and it was expected that DGs claim the cost of attendance from their district.
- Recognising feedback from districts, General Council recommends that the RIBI Conference be discontinued in its present format from 1st July 2018. An alternative national event will be held with a focus on external Public Relations (PR)/marketing within an agreed budget as outlined in D.GC.2016/17:29. It was expected any future event would be of a significantly lower cost, with more effective use of time and of a shorter overall duration.

Leadership Assembly Cost Savings

Statements:

- The draft budget for the Leadership Assembly stood at £68,000.
- Arguments were made for and against the Leadership Assembly. It was questioned why RIBI is the only region in the world that feels it necessary to hold such an event however it was argued that the Association requires as much leadership development and training as possible in order to tackle the current membership challenges.

Decision: In order to reduce cost General Council requests that the 2017/18 draft budget for the RIBI Leadership Assembly is reduced by £20,000 as outlined in D.GC.2016/17:30.

International and Domestic

Statements:

- Feedback from districts requested the Community, Vocational, International and Youth Committees be discontinued however this has already been agreed with the introduction of International and Domestic teams from 1st July 2017.
- It was felt there is a need for inter district communication and sharing of ideas which would be removed should International and Domestic teams be discontinued.
- Removal of committees would have a negative effect on national events, sponsorships and partnerships that had been secured by these teams, such as the Big Bang Fair which has a reach of 80,000 people.

Decision: RIBI continue Domestic and International teams recognising the cost saving following the discontinuation of service committees as outlined in D.GC.2016/17:31.

	<p>Regional Assemblies Cost Savings</p> <p><i>Statements:</i></p> <ul style="list-style-type: none"> • It was felt unwise to remove Regional Assemblies prior to the review taking place post the 2017 events however in the interim General Council agreed the draft budget must be cut for 2018 events, should they occur. • Understanding feedback from districts requested they be discontinued immediately, it was confirmed 2017 events were already planned. In addition, some members would have already paid for accommodation and a great deal of volunteer time had been spent producing the programme and content. • General Council members were supportive of Regional Assemblies. Tweaks had been made following feedback from previous events and it was confirmed the cost for those to attend in 2017 who are not called would remain static at £30. <p><i>Decision:</i> Recognising there is to be a review of Regional Assemblies after those held in 2017, the General Council is to make recommendations for forward planning after the review. The 2017/18 draft budget is reduced by £5,000 as outlined in D.GC.2016/17:32.</p> <p>General Council Cost Savings and Executive Committee</p> <p><i>Statement:</i> Discussion took place on how to reduce cost associated with General Council meetings and ideas included reducing the duration and/or frequency of meetings. The use of webinars had proved effective and shall continue due to a minimal cost implication.</p> <p><i>Decisions:</i></p> <ul style="list-style-type: none"> • General Council recommends the 2017/18 draft budget for General Council meetings is reduced by £8,000 as outlined in D.GC.2016/17:33. • In line with district feedback, the General Council recommended the General Council is to be renamed as the Governing Council and the Executive Committee be known as the Operational Committee of RIBI as outlined in D.GC2016/17:34 and D.GC2016/17:35 respectively. 	
2	<p>Business Plan and Draft Budget 2017/18</p> <p><i>Statements:</i></p> <ul style="list-style-type: none"> • IPP Peter Davey introduced the business plan and draft budget which had been produced and circulated ahead of the meeting. These documents had been prepared on behalf of the Presidency by a small working group comprised of the Treasurer, the IPP and two DGs elected by their peers in November. Staff costs had been allocated to each activity in order to ascertain a true cost of all activities and the General Council members were tasked with agreeing a subscription level. • Arguments were made surrounding cost of producing the Rotary magazine. It was argued that without the Rotary magazine, members would be compelled to subscribe to the Rotarian at a personal cost of \$24 and the magazine is intended as a marketing tool for clubs to use. • It was confirmed 2016 activities undertaken by RIBI's PR/marketing agency generated the equivalent of £400,000 of promotion for Rotary, with a reach of 20 million people over 1,200 pieces of coverage. 11 days of consultancy are contracted at a cost of £7,000 per month however in reality around 16 days per month are being delivered. It was argued the return on investment was excellent and it was necessary to obtain external assistance as the staffing budget could not currently cover hiring PR/marketing specialists. It was understood the most cost efficient way for Rotary to obtain coverage nationally is to have national campaigns such as the Rotary Ride and Purple4Polio in order for publicity of such events to have greater traction. <p>Subscriptions</p> <p><i>Statements:</i></p> <ul style="list-style-type: none"> • It was recognised that RIBI is faced with a compulsory rise in subs of over £5 due to the falling exchange rate and rises imposed by RI. This was explained as the 2016 CoL decision that RI subs for RIBI members would rise by \$2 (£1.61) per annum for each of the next three years (\$4 per annum for non RIBI members). The combined effect of the CoL decision and exchange rate changes will add £5.29 per member payable to RI in 2017/18, in effect increasing subs from £52 to £57. • It was noted that as only part of RIBI subscriptions is paid to RI in US dollars, the Association 	

	<p>is protected from the full force of currency movements. Had the Association been fully exposed subscriptions payable for 2016/17 would have been nearly £6.00 higher as a result of the falling pound.</p> <ul style="list-style-type: none"> • Taking into account the cost of all 2017/18 budgeted outgoings (including staff costs and VAT), a subscription of £66 was required for 2017/18 in order to fund the activities and liabilities of RIBI without impacting on reserves. With such a large proposed increase, ideas were shared on how to keep subscriptions affordable. • Following cuts made to the draft budget during the meeting of approximately £53,000, or approximately £1.20 per member, it was suggested the proposed subscription could reduce by £1 to £65. In the draft budget included within the report the District grants had been reduced from £305,000 in the current Rotary year to £285,000. It was suggested district grants could reduce by £1 per member if a final subscription level acceptable to DGs could be agreed. This would reduce the proposed subscription down to £64, but further reduction was needed before the district grant could be cut. • During further discussions it was agreed to reduce the Marketing Budget and to eliminate the “surplus” shown in the draft budget – the combined effect being to reduce the subscription by a further £2 to £62 • Discussion took place on the increase in subscription with fears such a jump would see a loss in membership. Thought was given to describing the increase from 2016/17 to 2017/18 as less than £1 a month and such increase could be compared to buying two cups of coffee. Many General Council members were reluctant to see a rise in the 2016/17 subscription up to £62. <p><i>Decisions:</i></p> <ul style="list-style-type: none"> • The General Council recommends the membership subscription for 2017/18 shall be £60 per member as outlined in D.GC.2016/17:36. • The General Council recommends the membership subscription for 2018/19 shall be £62 per member subject to GBP/USD exchange rate as outlined in D.GC.2016/17:37. • The General Council recommends the membership subscription for 2019/20 shall be £65 per member subject to GBP/USD exchange rate as outlined in D.GC.2016/17:38. <p><i>Action:</i> The RIBI Finance Committee is to review the draft budget with the objective of obtaining subscription levels as outlined in D.GC.2016/17:36, D.GC.2016/17:37 and D.GC.2016/17:38.</p>	RIBI Finance Committee
3	<p>Agreement on distribution of minutes</p> <p><i>Statement:</i> No restrictions on publication of the minutes were made.</p> <p><i>Action:</i> A communications document outlining decisions made at the meeting is to be crafted by President Eve Conway, IPP Peter Davey and Hon. Treasurer Niall Blair. The document is to be circulated to the General Council for approval ahead of circulation to the membership</p>	President Eve Conway, IPP Peter Davey, Hon. Treasurer Niall Blair, GC.
	<p><i>The third webinar of the 2016/17 General Council is to be held on the morning of Wednesday 8th February 2017.</i></p> <p><i>The next face to face meeting of the 2016/17 General Council is to be held on Friday 10th and Saturday 11th February 2017.</i></p>	