

## Minutes of Meeting

<b>Meeting:</b>	<b>ISH Committee meeting</b>	
<b>Date:</b>	21st April 2018	
<b>Time:</b>	9:30am – 1:00pm	
<b>Venue:</b>	Harcourt Hotel	
<b>Minutes by:</b>	Gillian Roufail (Secretary)	
<b>Attendance:</b>	Niki Taylor (Chair)	<b>NT</b>
	Gillian Roufail (Secretary)	<b>GR</b>
	Abbas Ghadimi (Treasurer)	<b>AG</b>
	Edel Bolger O’Hora (Registrar)	<b>JL</b>
	Anne Finnegan	<b>AF</b>
	Orla Broderick	<b>OB</b>
<b>Apologies:</b>	Jackie Lally	<b>JL</b>
<b>Joined by:</b>	From 9.30am to 10.30am	
	Dianne Sims	<b>DS</b>
	Sheelagh Behan	<b>SB</b>

	Notes	Action
1.	<p><b>Executive’s Report</b></p> <p>NT opened the meeting at 9:40am            NT Welcome to Abbas Ghadimi who joined the Committee this year as Treasurer            GR Reminded the Committee and Office Administrators of our confidentiality policy.</p>	
2.	<p><b>Office Administration &amp; Committee Discussion</b></p> <p><u>Moving forward in a positive and agreeable way</u></p> <p>How can the Committee make it better for the office regarding new Committee Members learning to work together.            Members forget the Committee are volunteers.            It was suggested that we add to the Policy in the Committee handbook that at the beginning of each new Committee term there is a meeting with the office staff at the Malahide office which will help people to get to know each other and develop a good working relationship.            NT suggested that it was sometimes easier to call the office rather than always sending emails.            SB/DS The office have a wealth of information and are there to support the committee with their experience. Both SB and DS know the highs and lows of being on the Committee and have respect for the volunteers on the Committee. ‘We are always trying to make everything better’.</p> <p><u>Society Website</u></p> <p>We need to have supported updated versions of wordpress, plugins and themes as they are out of date. This is being organised. Committee meeting minutes are now on the Member’s page. Child Protection documents to be uploaded and new Registration Programme when the Web designers have finished these major updates.</p>	Office

Facebook Policy

Discussion regarding the Irish Homeopathy 'Members Page'

An agreement policy needs to be set up for this page. Negative and inflammatory comments cannot be accepted.

This page is a forum for Society Member's discussion, but not a forum for Committee work as the Committee do not monitor the page and an incident like the one that happened recently regarding lack of information could happen again. If a Member requires information on Committee work they should email the Office and the Committee will respond as soon as possible. Committee Meeting minutes to be uploaded to the Society Website Member's page so Members are aware of Committee work.

Administrators need to know who is a Society Member for admission to the group so administrators should ideally be an Office Admin and a Committee Member.

The 'conflict of interest' comments had to be addressed by email as Members should be making a formal complaint instead of commenting on Facebook if they have issues.

Office &  
Committee

GDPR 25th May 2018

Thanks to Dianne for all her research and hard work in obtaining the information on GDPR. DS to be the Society's Data Protection Officer.

The Society will pay €200.00 for the 4 Executives to complete the recommended course as they are responsible for the Society and need to be legally compliant and aware.

An email will be sent to all Members with strong recommendation to complete the suggested course by 25th May 2018 as legally they must be compliant

Dianne

3. **Registrar's Report**

ISH Non Payment Membership Fees Policy

The following was agreed on this Policy:

Under 1: to include ISH Members Facebook page

Under 3b: Re-instatement onto the Society's register when 3 years or more have lapsed is at a capped fee at €300.00. Members will be encouraged to undergo the new Registration Process as after 3 years it would be beneficial in re-starting their practice and the fee would be the same.

Office

New Registration Programme

Soft copies of the current Registration Manuals to be forwarded to the Committee Members by the office.

The new manuals will be forwarded to the EWG and Registration Board for editing and returned to the committee and office for critique and comments by June 2018.

All Members will be sent soft copies of the new Registration Process on completion.

Office

EB

EB/Office

New Supervisors and Mentors Training Programme

The initial pilot group of people selected from all applicants will be trained on the Supervisors/Mentors programme by September 2018. All will be trained in both Supervision and Mentoring and will also be trained to assess the new registrants needs.

Training is cost neutral for the Society as the applicants offer back 16 hours of supervision and mentoring in exchange. Current Supervisors and Mentors on the Society's list will remain on the list and we are hoping that anyone who wishes to continue will have their training updated by the end of 2019.

There will be 3 weekend training courses and details will be sent to all members as soon as the dates have been arranged. Fergus Morrison and Dr. Laura O' Reilly will be running the training programme.

EWG

The new Registration Process to be uploaded to the Society Website along with information on CPD for all Members once all dates are decided and manuals are completed.

EB/Office

Procedures for applicants from non accredited Course Providers.

The ARH UK look for recommendations – previous society reference or college reference  
Applicant coming from accredited schools in UK/Europe should be accepted by our Society with references.

Dianne to send on information as to what is done currently and the committee will discuss it at the next meeting in June.

Dianne

4. **Child Protection**

Child Protection documents to be emailed to all Members by the Office

The Child Protection documents will be uploaded to the Society website on completion of the Web Designers upgrades.

There will be an online Tulsa link for Members on the Society website.

Office

Office

Office

5. **Secretary Reporting on Legal Updates**

Richard Lee our Solicitor is reviewing our Memo's & Articles and he will revert to us soon regarding our legal standing as our Memo's and Articles are out of date and need to be updated to protect the Society's interests. Any changes that he suggests will need to be voted on at the next AGM.

B to contact Ursula Lynch, Fergus Morrison and Bernie Condon regarding the Mediation & Disciplinary Procedures update.

EB

6. **Treasurer's Report**

There are currently 310 Society Members

Current Account (day to day account) €23,037.76

Conference Account (conference money) €17,721.68

21 day Savings/Bequest Account €17,427.55

Sinking Fund Saving (Future website etc.) € 9,000.15

Abbas to review the mileage expenses paid by the Society

AG

7. **Members**

Newsletter for Summer 2018 to be co-ordinated by JL with help from AF.

AG will write an article for this edition. We as a committee feel that we need to keep the members up to date about what is happening.

JL/AF

The Committee were sent a survey from some some students of the Irish School of Homeopathy that they would like us to send on to members regarding practice. They feel they would benefit from the experience of members for when they start their own practice. The Committee reviewed the questions and felt they were appropriate and will send on the survey to members in September.

Action: Niki to contact Nicola Hanlon who did the survey for the logo and find out which company she used.

NT

Niki to contact the student to update her

NT

There was a proposal from a Member for the Society to share a new self-help group regarding social integration. This was voted no for the moment and it will be reviewed at a later date.

Action: NT to respond to the Member.

NT

8.	<b>Working Groups</b>	
	<u>CPD Workshops</u>	
	AF who has just taken over the role of CPD organiser is finding it difficult to find speakers due to availability and feels that the CPD programme should be organised a year ahead for booking workshops.	
	GR to liaise with AF regarding speakers for this year	AF/GR
	Action: AF write protocol and to work on getting a CPD workshop up and running for September/October.	AF
	<u>Media</u>	
	<u>Junior Cert Active Science textbook</u> reply- Letter was received from Cathcart the author saying that they are standing by what they wrote and will do nothing about it.	
	'Accurate,informative and appropriate in terms of its educational value' is how they describe it.	
	Action: Ask solicitor what is our legal standing on this re defamation of a profession.	Office
	Action: Office to send email to members to keep them up to date.	Office
	Action: GR to scan letter and send to office.	GR
	Change.org to be discussed at the next committee meeting after legal advice.	
	<u>Shows &amp; Events</u>	
	Tullamore Show - Sunday 12th August 2018 - Tullamore, Offaly	JL
	This show has been booked and we will receive confirmation of our booking in July. JL has been contacted by 3 volunteers.	
	JL to check more into the National Ploughing Championship, 18th-20th September 2018	JL
	Wear A Hug Fair - Saturday 6th October 2018 - City North Hotel	GR
	Check with Bernie Condon to see if she is organising this show and has she had any volunteers come forward	
	<u>ASAI</u>	
	AG has spoken to someone about this and has advice for the Society on how to deal with future issues with recommended protocols. We will put this on the Agenda for June as there was time restrictions at this meeting so we can discuss it more thoroughly.	June
	<b>Abbas do you want to add anything else here?</b>	
	Action: Office to send email to members regarding comments from members at AGM?	AG
	<b>Abbas can you clarify what you said here.</b>	AG
	<u>Public Education &amp; Awareness and WHAW</u>	
	10 Coffee Mornings by Members took place during WHAW	
	GR to ask Members who ran an event how they found it, was is worthwhile?	GR
	Just One Drop booked for the Light House Cinema Smithfield on 13th June 2018, 86 tickets to be sold to make the event happen.	
	GR to organise promotions over the next fortnight	GR
	<u>4 Homeopathy</u>	
	To be discussed in June.	June

Conference

The conference guidelines were up for discussion and clarification but no agreement was come to as there was limited time. We have postponed editing them until the June meeting

June

Some of the Committee feel that it would be good idea for the Committee members to attend and that voluntary work shouldn't cost them money however Article 7 needs to be taken into consideration. Should the Chair pay if he/she is needed to open the conference? Should the Committee be there in a working capacity to help and mingle with the members? It has raised some very important questions.

Action: Previous conference teams will be asked for their suggestions and will be sent the guidelines to critique once they are finalised.

Office

Action: To check if the UK Society allow their Committee members go to their conference.

Office

Action: The Conference Guidelines will be emailed to members when they are finalised.

ISH Vouchers

We also discussed the 'Voucher' issue that came up at the AGM and OB read out Article 7. OB is against the idea of vouchers. Most of the Committee agree that they are unconstitutional but also not a pressing issue as there is no one due one for another year. Below are the minutes of the meeting where they were agreed by a previous Committee. The Vouchers tie in with Memos & Articles and members will need to decide on those at the next AGM. This is a work in progress.

In progress

**ISH Vouchers - Agreed by previous Committee - 19th November 2016**

"The committee agreed on the following protocol:

- A voucher of 50e would be given to committee members per 2 years of service
- The voucher can be used against; CPD workshops, Conference, other items such as ISH leaflets.
- A voucher is valid for 12 month from date of issue.
- A voucher cannot be used against membership fees
- Money should be transferred to the appropriate account against a voucher that was claimed (e.g. if a voucher used for CPD day then the appropriate amount would be transferred to the CPD account by the office.)
- Pre-booking is necessary to redeem your voucher.
- Option to use a voucher as a payment, to be available on website.
- Option to purchase a voucher for a friend, to be available on website."

The Meeting was closed at 1.30pm

Signed by Chair:

Niki Taylor: \_\_\_\_\_ Date: \_\_\_\_\_

