

2. REPORTS OF FINANCE & ADMINISTRATION COMMITTEE

NAME: MARTIN BYE
OFFICE: CHAIRMAN FINANCE & ADMINISTRATION COMMITTEE
DATE: 15TH NOVEMBER 2009

DECISIONS REQUIRED:

Resolution to Convention for District Annual Subscription for year 2010/11

JUSTIFICATION FOR DECISION:

Cabinet's agreement for the resolution recommendation from this committee.

ACTIONS SINCE LAST REPORT:

- Hinckley & Burbage Lions Club application for funds for Swimming Gala – Rejected
- MD Leo's Convention application for funding – Rejected till accounts sorted out.
- LCIF Emergency Grant for Flood Appeal 2007/08 – Details sent to Oakbrook and they have emailed their confirmation that all okay, £1600 to be returned to them as the funds were unused.

Secretary – See Specialist Officer's report

Treasurer – See Specialist Officer's report

Health & Safety – See Specialist Officer's report.

Constitutions, Nominations & Resolutions – See Specialist Officer's report.

Insurance – See Specialist Officer's report.

Events – Cheques and invoices for Autumn Forum 2009 given to District Treasurer.

Long Range Planning – See Specialist Officer's report.

Convention 2010- See Specialist Officer's report

OBJECTIVES:

Continue to support the District Governor and the District to the best of my ability.

NAME: WIM HOOGERWERF
OFFICE: CONSTITUTION, NOMINATIONS & RESOLUTIONS
DATE: 12TH NOVEMBER 2009

ACTIONS SINCE LAST REPORT:

At the time of writing, I have received one nomination for each post as follows:

DG	Martin Bye (Knowle & Dorridge)
1 st VDG	Neil Chisholm (Warwick)
2 nd VDG	Bill Ranautta (Coventry Godiva)

To date we have only one Resolution, for the dues to remain the same.

I will update at the Cabinet meeting.



Name Rob Hill
Office Health & Safety
Date 16 Nov 2009

DECISIONS REQUIRED

None

JUSTIFICATION FOR DECISION

None

ACTION SINCE LAST REPORT

To date I have had no invitations to address Zone Meetings etc. Are H&S matters in order in the District? Are Risk Assessments being carried out diligently? Are correct records being kept? The truth is I have no clue! and no way of finding out since there is a great silence out there. We need to take this seriously so that, in the event of an incident or claim, we are able to demonstrate that we have taken all due care. In an attempt to move this forwards I have prepared a short document which will be sent out by email. We have an excellent record of safety at Lions events but that will count for nothing if an incident should happen. We will be judged on whether we considered risk and taken appropriate actions to reduce or control that risk and, most important, whether we kept records to prove that we did so. We may not like the litigious society we now live in but we must adapt to it for our own protection.

OBJECTIVES

To ensure that all Clubs appoint a H&S Officer.
To instruct Clubs in carrying out Risk Assessments
To improve general awareness of H&S matters

NAME: Stuart Richmond
OFFICE: District Events & Lion Tamer
DATE: 14th November 2009

ACTIONS SINCE LAST REPORT:

District Forum was very well attended and D.G. Femi should be congratulated on getting a large number of Lions to this event by personally speaking to Club Presidents and talking to Clubs about the event when visiting them.

Now we move onto Convention, The Hotel rebuilding is coming along at a fast pace now with Convention Chair PDG Heather Lee and I having a conducted tour of the building whilst we were at Forum and it was looking very impressive.

As Lion Tamer, All Zone Chairs will be receiving a Roll a Banner with Zone Details of emails and Telephone Numbers on them; these will be available at Cabinet.

Also the 3 Region Chairs will be receiving a Lions Feather Flag at Cabinet which will allow them to be used by the 3 Zone in there Region

OBJECTIVES:

To Continue to Assist the District Governor, Convention Committee and other committees that I sit on.

NAME: Heather Lee
OFFICE: Convention Host Chairman
DATE: November 2009

ACTIONS SINCE LAST REPORT:

The most asked question is “Will the hotel be built?” Stuart Richmond and I had a tour of the new building and at Forum, complete with hardhat and hi viz. jackets, (lovely), and convention room has a roof, walls, air con and electrics. The leisure centre has the equipment ready etc. The bedrooms come in pods that are lifted by crane. All bedrooms come with sanitary ware and electrics and base coat paint, all ready to connect together. We saw the show bedroom with all facilities and it really looked good. The crane has now gone so all pods in place.

Convention planning is moving along at a fast pace thanks to the help of the committee. All social events are being fine-tuned. You will have received the convention booking form and programme page, with information and costs. Please remember if you want Sunday lunch you need to book directly with the hotel.

Contact Brian Hornsby with booking forms; some of the places are limited so to make sure you get in, book early!

The hotel needs a credit/debit card number to reserve a room

Bank account now set up.

OBJECTIVES:

Cabinet officers, please encourage your club, zone members to come along to Convention day, if nothing else.

It is our AGM and OUR convention, and a time to meet old friends and make new ones. It was good to see new faces at Forum, let’s get even more to social and business sessions.

NAME: Suresh Gohil
OFFICE: Insurance Officer
DATE: 13/11/09

ACTIONS SINCE LAST REPORT:

I circulated brief notes on some important aspect on Insurance cover. The information was heartily received by many clubs especially on the Liability and Risk Assessment. Some Clubs have already started Risk Assessment prior to the Event.

- From 19th October 2009, for Sound Commercial Reasons MD105 have appointed MS plc t/as Miles Smith, Birchin Court, 20 Birchin Lane, London EC3V 9DU as our Insurance Brokers-Telephone: 0207 283 0040.
- I enclose List of Contacts for members to contact directly should there be the need for it.
- MD105 are to self fund or rather self insure the Equipment/Regalia and Money Insurance up to the current insured limit from 1st November 2009. It is expected that this will save us £75000 in insurance costs over 5 years. Hopefully, this will result in lower the dues in the 6th year.
- From 1st November 2009, the Charity Trustees and Libel Insurance will be placed with Lloyds with an increase limit of 2 million for Libel coverage.
- From 1st November 2009, in order to provide greater protection for MD and our Members we have to insure against "Cyber Liability"
- Meeting with new MD Brokers to discuss the changes is being held on 1st December 209 at MDHQ.

OBJECTIVES:

To continue to support the Clubs on Insurance related aspects.

NAME: Lion Neil Chisholm
OFFICE: Long Range Planning Chair
DATE: November 2009

ACTIONS SINCE LAST REPORT:

Multiple District Long Range Planning

A presentation of the committee's findings will be presented at the MD Convention in Leeds. A draft is being formed for the Council of Governor.

There was a question of a Multiple District Fund Raising Officer post being created but this is not supported by this District.

At present there is a limitation on the number of Districts who can have a representative on MDLRP. It was felt that every District should be represented on this committee, but the membership should be more reflective of our membership as a whole and not a PDG talking shop. The use of Computer Conferencing should be considered for Multiple District meetings.

Global Management Team.

There is need to answer the question Where, When and How can we increase Club membership.

Cabinet

There will be a reduction in the number of Cabinet Officers but all appointed District Officers will be welcome to attend Cabinet meetings.

Autumn Forum

There may be multiple choice workshops including membership and a keynote speaker.

Conventions

The current format was ok, but each District Governor will make their own mark on the occasion.

OBJECTIVES:

- 1) Chair the District Long Range Planning meetings.
- 2) Set up the District Planning meetings for the year.

- 3) Represent the District on the Multiple District Long Range Planning committee in the absence of Mavis Cooke.

NAME: Brian Burgess
OFFICE: Deputy Treasurer
DATE: 7th November 2009

Introduction.

Thank you District Governor for your letter of 2 October appointing me as Deputy Treasurer for the remainder of the current Lions year.

I have made a note of Cabinet meeting dates and Finance and Administration Committee meeting dates.

Action to date.

My thanks to District Treasurer who has already sent a disc on the treasurers' role, together with a history on Treasurer correspondence and responsibilities

Objectives.

To work closely with District Treasurer to get up to speed on current issues.
To get to meet and know each individual member of The Cabinet.

Contact details

Brian Burgess 128 Purnells way Knowle Solihull B93 9ED.
Telephone 01 564 777 600.

Have two email addresses, used daily, burgess@solihull.gov.uk and a personal one:

brianburgess@supanet.com but please note I usually only access this on Sunday.