



Irish Autism Action

Raising Standards

Date: 7th May 2011

Time: 11am – 2pm

Location: AGM – The Aisling Hotel, Parkgate Street, Dublin 8

Name	Company/Business
Alan Doyle	Stepping Stones
David Quinn	The Red Door
Barry O'Neill	The Red Door
Karen Golden	The Red Door
Bill Domican	Charlesland ABA
Mark O'Toole	Aspergers Action Galway
Mary Geeleher	Aspergers Action Galway
Susan Dunne	Kerry Autism Action
Stephen Long	Saplings Kill
Marc deSalvo	Saplings Kill
Brendan McGinn	SPEAC
Jacinta Walsh	Abacas Drogheda
Michael Bryson	MWB Autism Support
Brian Murnane	Abacas Kilbarrack
Irene Doran	MWB Autism Support
Breda McCloskey	Letterkenny Autism Support
June Doherty	Letterkenny Autism Support
Sarah McEnerney-Buckley	PA to CEO, Irish Autism Action
Kevin Whelan	CEO Irish Autism Action

Irish Autism Action, 41 Newlands, Mullingar, Co. Westmeath

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Registered as a company limited by guarantee not having a share capital. Registered in Ireland. Company Number 403748

Registered Office: 41 Newlands, Mullingar, Co. Westmeath

Patron: Keith Duffy, People of the Year Awards, 2008 Winner

Directors: B. Murnane, A. Doyle, B. O'Neill, B. Domican, T. Murphy, B McGinn, G. Graydon

Charity Number 14656

Minutes/Actions from Meetings

Ref No	Description
1	<ul style="list-style-type: none"> • To open Brian Murnane outlined what the organisation has done over the last year regarding services we provide and the work that we do. • Kevin Whelan proceeded to present his presentation to the AGM giving an 18 month review of the work the charity has done. See presentation attached. • It was acknowledged that Facebook currently has members in the '000's and that it is a great tool to use to let people know we are out there. Also the blog won best group blog 2010. • Autism Counts – Next stage in this is to approach Martin Knapp around the costing etc.
2	<p>Accounts</p> <ul style="list-style-type: none"> • A motion came from the floor to ask if we could take a vote that we all had read and reviewed the accounts. It was proposed to take the accounts as read by Marc deSalvo and this was seconded by Jacinta Walsh. A vote was requested from the floor which came to 12 Yes V's 2 No's. • However some people had not had the time to look at the accounts even though they had been submitted in the AGM packs posted out 25 days previous. Kevin Whelan proceeded to give an overview of the accounts. • A few queries were raised on the accounts. • Kevin outlined that we have been audited by the following and all were passed and ok'd <ul style="list-style-type: none"> ○ BDM – Independent Auditors ○ European Audit ○ Community, Gaeltacht and Rural Affairs • See attached slides & additional information • On the accounts KW clarified the way we work on events <i>i.e.</i> If we are doing an event in a area where there is a group active we go to that group with an idea and give them to option of coming in on it with us. If they want to they can, if they don't that's fine too. • DQ requested a transparency of monies that were divided out in line with management accounts. • BMcG suggested that we make those solutions for going forward and have budgets all in advance of events and if there is a share out to have in place a payment/fund split plan. • Breda McCloskey from Letterkenny spoke up to say that the 32 Marathon event that ran last year was very badly supported on the day as they didn't know about it. She suggested that a welcome pack be produced for all new members/members groups so they are aware of what is going on and coming up. Also where they can keep up to date with all the information. • BD agreed that it is good to have a partner for an event as the partner's school benefits e.g. Masquerade Ball & Saplings Rathfarnham. If we were

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to go another route and only have events in aid of IAA as a standalone then we are making all funds available for general consumption which is not a good idea as this would make it harder to divide out the funds to meet the requests.

- DQ had issues with the audited accounts.
 - Income received should read income receivable.
 - Breakdown of the income doesn't include geographical division. This should be included in the note to the accounts.
- KW agreed that we would obtain written advise from DQ to IAA and we will check this out with the auditors.
- BMcG suggested drawing up a letter if needs be to the auditors with the AGM's concerns.
- BM proceeded to read the letter provided by the auditors (Copy attached)
- KW stated that if we all wish we will be clearer with the wording of the accounts etc and have full disclosure.
- BM suggested that that be a task for the new board to look at.
- DQ went on to query the intangible asset of "Development130,000" to which KW responded that the evidence was provided to auditors on this "development" and that we can provide the cost for that no problem at all however, as it is a third party which is not Irish based we can't disclose the name.
- DQ enquired if funds came in from any other source *i.e.* EU/American Funds etc. He highlighted that there would need to be a change in policy if alternative funds were received and that it needs to be made know to the membership. DQ also feels that the charity should be urgently reviewed re: financials/security.
- BM responded to acknowledge that we are always under review as per the presentation KW gave earlier.
- DQ advised us of an incorrect date on the appointment of directorships. CRO returns to be amended to state directorship was 2007 not 2009.
- DQ felt that the 6 pager letter that he submitted was not adequately addressed and also he voiced his unhappiness with the auditor's presentation/exemption in the accounts.

Income Slide – Total listed is gross income

- BDM have outlined that good accounting practice would be showing the gross first and the net second.
- 56% (Fundraising) - This needs to be reduced significantly as it has proven to be very labour intensive and also the return in the times we are in has reduced significantly.
- 21% (Government/EU Funding) – 120,000 Community Affairs Grant 3 year arrangement and 160,000 EU Conference

Expenditure

- 35% (Fundraising) – This covers venues, salaries etc

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Before concluding DQ asked that the following be noted in the minutes:

- His concerns with regard to the audited accounts with particular reference to:
 - Incorrect dates of appointment of Brian Murnane and Alan Doyle as directors.
 - Inaccurate use of the word received re: income policy as opposed to the term receivable.
 - Absence of geographical breakdown of expenditure.
 - Absence of a declaration of related party transactions.
 - Equally that it be noted in minutes of DQ's disagreement with the auditors advice on this matter and that of a chartered accountant present at the meeting.
 - The treatment of intangible asset and amortisation be noted that this change in accounting policy occurred post DQ's time as treasurer (i.e. post March 2010).
 - In response to KW, DQ confirmed he had sought the advice of an accountancy professional body. KW suggested a useful way of moving the issue forward would be for DQ to furnish a copy of the written advice which IAA in turn would furnish to the auditors who could then provide further additional informed advice. DQ said he had not got the advice in writing as he was not a member of the professional body not being an accountant by profession.
 - DQ also expressed concern with regard to fall off in attendance and lack of presenters for the AGM as might be the norm for other charities.
 - Responses to this point were made by a number of people who expressed the following:
 - a) That the school recognition debate rendered a lot of meetings as a single item agenda
 - b) The analysis and repeated queries despite responses had become off putting to these in attendance.

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3	<p>Re-election of The Following Directors</p> <p>This was taken as a vote from the floor. Current board to stay in office – 14 Yes V's 0 No's</p> <ul style="list-style-type: none">• Brian Murnane• Bill Domican• Alan Doyle• Tom Murphy• Barry O'Neill• Geraldine Greydon <p>New nominees from the floor:</p> <ul style="list-style-type: none">• Irene Doran• Brendan McGinn• Marc deSalvo <p>After nominations were done the meeting was called to a close due to over run in time.</p>
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Signed:



Date: 7/5/2011

Chairman/Vice Chairman