



To: Presidents, CIRs and Standing Committee Conveners and Members
From: GWI Board of Officers
Subject: Board Proposed Internal Resolutions



A series of Circulars will be sent out in the run up to the Conference whenever there is material requiring action by national presidents and CIRs. Announcements of interest to the wider membership will continue to be posted through the other avenues, so you may receive some information twice. The information will also be posted regularly on the GWI website, www.graduatwomen.org, and circulated through GWI communication networks.

The GWI Board has spent a considerable amount of time reflecting on how the Constitution can best support GWI in carrying out its mission and supporting its National Federations and Associations. Therefore, the GWI Board is submitting the following five [Internal Resolutions](#) to be approved at the General Assembly.

INTERNAL RESOLUTION 1 – TO APPROVE THE AUDITED ACCOUNTS FOR 2016 - 2018

Proposed by the GWI Board of Officers on the recommendation of the GWI Finance Committee

The 33rd GWI General Assembly resolves that:

The members approve the audited accounts for 2016, 2017 and 2018 presented by auditors PKF Fiduciaire SA.

Supporting Statement: *The 2016, 2017 and 2018 audited accounts as presented by the GWI Board were published on the [Member Corner of the GWI website](#) and are ready for review with the proviso that approval by vote or electronically would be sought at the 33rd General Assembly.*

INTERNAL RESOLUTION 2 – CONFIRMATION OF AUDITOR AND AUDIT TYPE

Proposed by the GWI Board of Officers on the recommendation of the GWI Finance Committee

The 33rd GWI General Assembly resolves to:

Confirm PKF Fiduciaire SA as auditors for GWI for the period 2020-2022 for a voluntary limited statutory audit as the type of audit to be carried out.

Supporting Statement: *Under the provisions of the Swiss Auditing Act and the Supervisory Auditing Law introduced on 1 January 2008, Graduate Women International has two audit options 1) the option of a **voluntary limited statutory audit** or 2) the option to perform no year-end audit. The GWI Board of Officers selects to perform Option 1. Only larger, private companies and organisations*



with a Balance Sheet Summary of ≥ 10 Million, a Sales Income ≥ 20 Million and number of employees ≥ 50 people are subject to the so-called ordinary audit. The requirements for the limited statutory audit are rigorous and align Swiss accounting regulations with international accounting standards. Furthermore, Swiss banking laws and operations are safe and reliable.

The GWI Constitution Article X (14) states 'An annual audit shall be carried out by a reputable audit firm every year, according to the law and accounting requirements of the Headquarters country. Consequently, the Board and Finance Committee recommend a yearly limited statutory audit as suitable for GWI.

INTERNAL RESOLUTION 3 - THE RATE OF ANNUAL DUES PAYABLE TO GWI BY THE NATIONAL FEDERATIONS AND ASSOCIATIONS

Proposed by the GWI Board of Officers on the recommendation of the GWI Finance Committee

The 33rd GWI General Assembly resolves that:

- **the current capitation fee/dues will not be changed at the General Assembly in 2019**
- **the need for a dues increase will be evaluated by the Finance Committee each year so that at least two years notice of a likely increase can be given to NFAs and Individual Members**
- **a recommendation for an increase in dues, however small, should be made at least within each two triennia or 6-year period**
- **the current formula used to calculate the dues payable by each NFA and Individual members is to be re- evaluated and/or updated with the latest available World Bank GNI per capita and Human Development Index during the next Triennium and any recommendations for change brought forward to the GA for approval**

Supporting Statement: *In the past, long periods have elapsed between dues increases being applied. This has resulted in a larger than desired increase being necessary to meet the objectives of the organisation. The remits above are designed to ensure that the need for any dues increase is evaluated by the finance committee on an ongoing basis rather than at the end of each triennium. This will avoid the type of large increase which occurred at the GA held in Cape Town.*

Should an increase be recommended to the Board by the Finance Committee a decision can be taken on advising NFAs and Individual members well in advance of any increase taking place. This will give NFAs and Individual Members sufficient time to budget for the increased dues.

A complex formula is currently used to determine the level of dues paid by each NFA. This takes into account the differing economic circumstances of each member country. The dues formula needs to reflect any changes in global and national economic conditions and for this reason needs to be reviewed on a regular basis.



INTERNAL RESOLUTION 4 - APPROVAL OF TRIENNIAL FINANCIAL BUDGET 2020-2022

Proposed by the GWI Board of Officers on the recommendation of the GWI Finance Committee

The 33rd GWI General Assembly resolves to:

- **approve the triennial Financial and Functional Budgets 2020-2022**
- **approve the estimates as a triennial budget and not discrete annual budgets, so that money not spent in one year can be carried forward to the next**
- **approve that the 2020-2022 Board can adjust the budgets according to need and circumstances in consultation with the Finance Committee**
- **approve the establishment of a General Reserve Fund, as funds permit, at no less than 33 % (thirty three percent) of the triennial budget or one (1) year of GWI's expenditure whichever is the greater.**

Note :

The annual budgets are based on the income generated and the strategic plan, using historic data and estimates of spend required to carry it out. A different strategy will require a different plan and budget, with different resources. It is essential that the Finance Committee ensures that GWI's expenditure does not exceed its budgeted income. Every effort should be made to ensure the financial stability of GWI by maintaining a General Reserve Fund at no less than 33% of the triennial budget or one (1) year of GWI's expenditure whichever is the greater.

INTERNAL RESOLUTION 5 – PLACE AND DATE OF THE 34th GWI GENERAL ASSEMBLY AND CONFERENCE

Proposed by the GWI Board of Officers

The 33rd GWI General Assembly resolves to:

delegate to the Board of Officers the duty of deciding the time and place of the 34th General Assembly and Conference.

Supporting Statement: *The 2013 -2016 General Assembly delegated the responsibility for selecting a General Assembly and GWI Conference venue to the incoming Board. The current Board recommends that this practice of allowing the incoming Board to select the venue for their General Assembly and GWI Conference is a good one. A call has been sent out to the membership for expressions of interest which will be passed on to the incoming Board. The new Board will then familiarise themselves with the circumstances and the risks before selecting the venue, understanding the mitigating actions that need to be taken for the venue they have selected.*

Please submit any questions to Rae Duff, GWI Vice President, Legal and Governance, at email address randsduff@xtra.co.nz.

Sincerely,



Graduate Women International
Empowering women & girls through lifelong education

GWI Board