

Annual General Meeting

14th November 2017 Clayton Hotel Liffey Valley, Dublin 22

Minutes 2017

Apologies for absence

Names read out; Andrea Wenner, Catherine Redmond, Eamonn Ryan, Liz Kane, Lorna Lee, Maire Ni Mhurchu, Monica Phelan, Naomi Kidney, Stephen McGovern, Teresa O'Shea, Mai Murphy, Lorna Lee & Sean Nestor.

Minutes of the 2016 Annual General Meeting were taken as read.

Matters arising from the 2016 Minutes

There were no matters arising from the minutes of the 2016 AGM. These were proposed by Padraig Hanrahan and seconded by Jacinta Doolan.

Annual Report and Financial Statements – Year ended 31.12.16

The Financial Report was read by Paula Irwin who reported that the ISCF is solvent. Although there is not a lot of cash in the bank, we are in a much healthier position compared with previous years and have no outstanding debts. It is now believed that the Federation is running very efficiently with outgoing costs kept to a minimum. This was further improvements with the reduced number of meetings of the Executive Council (EC) over the last year which were instead held by conference calls. This change was to facilitate the members of the council and to cut down their personal expenses. Referring to the wages and expenses recorded in 2016, Paula pointed out a reduced figure paid out and explained that this was down to the correct reporting of wages and expenses separately as opposed to the combined sum. Paula asked those in attendance to spread the word among their self catering contacts about the ISCF to increase the ISCF income so that we can improve our services. The Accounts were approved by Joyce Halloran-Whelan and seconded by Howard Knott.

Notice of Retirement by Rotation of Directors - See Notices of Motion 1

Stephen Corrigan read out 'Notices of Motion 1'; *'Although no Directors are required to stand down in accordance with our Articles of Association, Paula Irwin, Liz Keane have indicated that they want to stand down from Council. Peter Downey & Stephen Corrigan will be proposed for re-election as Non-Executive Director.'*

Stephen Corrigan's appointment for the next coming year as Non-Executive Director was proposed by Paula Irwin and seconded by Liz Pickett. Peter Downey's re-appointment was proposed by Jacinta Doolan and seconded by Liz Pickett. Jacinta Doolan, already a member of the EC was asked to come on as ISCF Director which was proposed by Paula Irwin and seconded by Liz Pickett.

Election of Executive Council Members 2017/18

Stephen read Notices of Motion 2; *'The EC currently is made up of the following 4 directors; Peter Downey (Chairperson), Stephen Corrigan (Secretary), Paula Irwin, Liz Keane and Non-Directors: Howard Knott, Stephen McGovern, John Kirwan, Jacinta Doolan & Joyce Halloran-Whelan. With the exception of P Irwin and L Keane, the remaining 7 of the Council members*

are willing to stay on for another year of term and the Non-Executive Directors are willing to be re-elected. Peter Downey has agreed to remain on as Chairperson for another year.'

Although it's not strictly necessary, Stephen asked for the Executive Council as a group to be proposed and seconded from the floor. This was proposed by Liz Pickett and second by John Magner.

Stephen asked if there was anybody in attendance who would consider coming on to the EC and there were no takers at that time.

Election of Accountants for 2017

Stephen Corrigan reported that the EC are happy to keep using KBG Accountants for the next accounting year. We are very satisfied that they are doing a good job and they are very reasonable cost priced. This was proposed by Joyce Halloran-Whelan and seconded by Roger Pickett.

The Future of www.LetsGoSelfCatering.com (LGSC)

Peter Downey led the discussion about how the EC are investigating alternative ways of running the members' booking engine including the possibility of it being outsourced to an existing agent and still be affiliated with ISCF. Peter asked that the members give the EC the freedom to make a decision about how this would be done and to adopt the changes within the next 12 months. Peter suggested to outsource the site for a predetermined time period on a contract basis. Although, EC are currently in discussions with an established company in the position to take over the running of LGSC, it was declined to name names at this time.

This would also provide an opportunity to improve and grow LGSC. This will be of benefit to members that currently list their properties on LGSC and encourage members to add listing given the improved offerings. Peter reported that from his recent trip to Belgium and Netherlands which was financed by Fáilte Ireland, that there is a lot of interest from foreign markets including and that there are a lot of tour operators interested in dealing directly with the Federation via LGSC to secure bookings.

From the floor Liz Pickett asked who is to run LGSC. Peter said that he didn't want to name company before it is confirmed that it will work for both parties but added that there is an Irish company with many years' experience who have an Irish based call centre and a professional set up that would be able to take on LGSC. Pádraig Hanrahan asked about the revenue stream. Peter answered that it is likely that the revenue go the company and this is a point for further consideration. Paula Irwin added that the time spent handling bookings will be freed up to dedicate more office hours for Federation issues. Christopher Kenny asked what other type of services in addition to call centre does the proposed company offer. Peter answered that the company can offer exiting staff, an existing database of guests and assistance to owners to have their property listings kept up to date. The Special Resolutions was proposed by Howard Knott and seconded by John Magner.

Structure and running of the ISCF

It was proposed that ISCF have a designated paid person to front the Federation with the EC and administrator to supporting them. The plan is to have full concentration from a designated person to organise ISCF professionally. Peter said that Dorren Quinn is the natural

option. He said that Dorren is professional and “an underused resource”. Of course there is a cost factor to consider but if we were serious about representing the sector through lobbying and addressing the membership drive, we cannot do it in the manner we are currently operating.

With the outsourcing of LGSC, there will be additional hours to concentrate on the expansion of ISCF while keeping members up-to-date on all matters self-catering. Dorren would be employed as CEO on part-term basis. Dorren spoke briefly about how she predicts the office hours can be utilised. Peter asked for this idea to be adopted from the floor and it was unanimously adopted by all in attendance. Dorren thanked the members for their acknowledgement and support.

Any other business / Q & A

- Jacinta Doolan talked about the importance of interacting with the emails and the social media that is sent out from the office, encouraging members to give feedback on the topics shared.
- Liz Pickett acknowledged Paula Irwin and thanked her for the 10 years plus dedicated to ISCF as a Director and EC member. Peter concurred the Paula was a “brilliant housekeeper, team player and ambassador for the Federation”. Peter also thanked Liz Keane for her dedication to ISCF as Director and in recent years as Director and Chairperson. Peter wished Paula and Liz every success.
- Bernie Ryan enquired about the recent meetings with the ministers and it was decided to spend the remainder of the time discussing this. Peter told those in attendance a number of months ago the Minister of Housing set up a joint committee from the House of the Oireachtas, with Maria Bailey TD as Chairperson to review the Impact of Short Term Letting on Housing and the Rental Market and Homelessness.

This committee then set up a Sub Committee and it is ISCF’s opinion that this is only made up of Legislators and as such are examining the laws only around all aspects of Short Term Letting, Housing, and Rental market. The state bodies on the subcommittee are; Dublin City Housing, Dublin City Planning, Board Pleanála, Department of Housing and Fáilte Ireland acting as legislators of the tourism act. Submissions were made by Focus Ireland, Simon Community, Threshold, Peter Mc Very Trust, Airbnb.

A sub-committee of 3 EC members; Jacinta Doolan, Stephen McGovern and Peter Downey attended meeting with the Minister of State for Tourism, Brendan Griffin, Chairperson of the Joint Oireachtas committee, Maria Bailey and Chairperson of the Subcommittee Earnán Ó Cléirigh, Rental Market & AHB Regulation within the Department of Housing, Planning, Community and Local Government. Peter has also had calls with Minister for Rural Development Michel Ring.

Paula Irwin said that if we didn’t have homes crisis then we would not be having this conversation. Paula added that her understanding of the situation is that if a member is for registered with Fáilte Ireland and has the relevant planning permission, then there would be no problem. However, Peter Downey thought that the increased legislation will affect everybody in the sector. The main risk of this is limits on the number of days allowed



per year and additional costs of a licence. Peter also feels that there should be a 'Grandfather Claus' to allow those without the correct planning permission to be able to come in to line so that we can protect the supply of short term holiday accommodation for tourism.

Christopher Kenny asked through the Chair, if there is any support available, for example from the Dublin City Chamber of Commerce, local bar and restaurant associations. Other associations are in same situation. Peter thought this to be a good angle.

Members will be updated with upcoming meetings as they happen.

The AGM then came to a close and the Conference welcomed non-members, Trade Suppliers and Sponsors to join Peter for his Chairpersons address.

