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**Minutes of a Meeting of the Trustees of the Dubai College Foundation
held on 31st May 2022**

Present: Mr M Lambert (Chairman)
Mr B Blackwood (Treasurer)
Mrs D Turpie (Secretary)
Mrs T Makhoul

Apologies: Mrs A Madnani
Mrs L Al Maktoum

In attendance: Mr J Smyth
Mrs L Parker
Mrs S Yip

Absent: Mr L Talwar
Mr K Dempsey

Item	Discussion	Action
1.	Apologies for absence	
2.	Re-election of trustees who are not <i>ex officio</i> members a. Mrs Latifa Al Maktoum wishes to step down as she is no longer able to fulfil her role due to other commitments. The chairman asked that trustees drop him an email with any recommendations to take her place. b. Other trustees have been re-appointed automatically and will remain in post until 2024	Trustees
3.	DC Foundation Annual Return submission The details shared in the presentation by Lisa Parker provides the information that we need for the annual return (presentation attached). Ben Blackwood will complete the return.	BBL
4.	Update on IHC and the school's development office IHC	



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	<p>Mrs Lisa Parker, Charities Administrator, reported that we now have a positive relationship with IHC and we have had four permits successfully approved this academic year which has allowed us to raise AED70,836.</p> <p>Dubai College remains the only educator in the UAE to hold charity status.</p> <p>Since approval in February 2009 we have raised AED237,231 to support United World Schools. AED186,673 has been through fundraising activities and AED50,558 through direct donations.</p> <p>Our new project with Parhar Trust, to rebuild part of a school in Bandipur educating 123 students, has been agreed by IHC and IACAD. The project is due to commence in October 2022 and is estimated to take 9 months. We will continue a relationship with Pahar Trust after the build is completed.</p>	
	Opening of a local UAE bank account is still in process.	BBL/SYI
	The application for Gift Aid with Charities Online and HMRC is still in process.	BBL
	The Dubai College Foundation licence with IHC has been funded by FDC for the last 2 years and will be renewable on 23 rd February 2023.	
	AED226,924 (US\$61,790) has been paid to UWS. There is enough in the CAF account to cover the next payment for 2022/2023. Funds currently in transit to the CAF account will cover the cost of 2023/24 and 2024/25.	
	US\$70,366 will be due for payment to Parhar Trust in June 2022.	
	Rupal Shah, Charity Committee Coordinator will be meeting with the new Charity Committee for 2022/2023 to put together a more detailed Business Plan so that requests for permits can be made to IHC in good time.	RSH/LPA
	<p>Lisa Parker suggested that we start research on other potential projects going forward so that we can keep the ball rolling.</p> <p>Tammy Makhoul suggested that we look at supporting a cause in the region and that we ensure there is legitimacy and transparency of where the funds are going.</p> <p>Rupal Shah and Lisa Parker will be working with the Charity Committee to decide on the next project which must adhere to our mission statement of 'promoting fundraising and volunteering opportunities for our students with a view to advancing the education of students at schools in developing countries'. This is not always possible in the local</p>	



Item	Discussion	Action
	<p>region.</p> <p>Mike Lambert said a huge thanks to Lisa for putting the report together and to FDC for covering the IHC licence fee. He also thanked Tammy for her commitment and support since the launch of the Dubai College Foundation.</p> <p>Development Office (in relation to the Foundation)</p> <p>Julian Smyth, Development Director reported that the Development Advisory Board had now been absorbed into the main Board of Governors. There will be a new Development Committee which will be chaired by the Chair of the Board of Governors. We are currently recruiting for a new Chair to the Board of Governors.</p> <p>The Development Office would like to establish a culture of giving with an annual DC Fund approach. Initially there will be a Parent Fund which will be launched in Autumn 2022. This will begin by recruiting volunteer ambassadors through the FDC parent committee. There is also a Farewell Fund where parents can donate their AED25,000 debenture which is usually returned when a student leaves. Early indications suggest that around AED1 million will be available through this scheme this year. There is also an intention to launch an Alumni Fund which will be administered through the UK due to the fundraising restrictions in the UAE. Once the Dubai College Foundation is registered for Gift Aid it will be able to claim 25% of all UK donations through HMRC. Donors will be able to ring fence their contribution to go to Academic, Creative, Sport, Philanthropic or Environmental initiatives in the school.</p> <p>To date over AED3 million has been raised through the Development Office.</p> <p>Mike thanked Julian for all his work and for communicating the endless options that the Dubai College Community can support.</p>	<p>RSH/LPA Charity Committee</p>
5	<p>Other business</p> <p>No other business.</p>	
	<p>Next Meeting - to be confirmed</p>	<p>MLA</p>



Agreed by the Committee as a correct record.

A handwritten signature in blue ink, appearing to read 'Michael Lambert', with a small horizontal line at the end.

Michael Lambert
Chairman

