

## **Agenda and Minutes**

### **Moderators meeting 31<sup>st</sup> May at 2.30pm via skype**

1) When to start invite A-M as a JI 1&2 Assessment observer?  
*She will be invited to observe the JI1&2 assessment in Nov this year.*

2) A. Discuss the assessment in Jakarta and the assessing of Yusni on JI level 1.

*Melodie is in the process of organising assessors, travels and funding. She will also clarify with Yusni whether she is ready to sit or not.*

B. Discussion regarding the suggestions that Melodie would be the Moderator for the Jakarta Candidates at their Assessment.

*We decided that we do need to send one more assessor to Jakarta (in all 5 inclusive Melodie and Sue Lever) so that Melodie can stand outside of the assessments in order to follow the guidelines of the constitution, to avoid any aftermath.*

C. Clarity around the finances for the Jakarta Assessment.

*Because one more assessor will have to go, the fee for the Jakarta Candidates will increase slightly to cover costs. Yusni who lives in Jakarta will book all the assessors into a good reasonably priced hotel close to the venue.*

*Melodie clarified that the Exec are happy to prepay the assessors, as a loan only, for them to book their airfares now. The loan will be paid back once the assessors get paid from Jakarta.*

3) The time of arrival and departures of Alan and Peter S for the JI3 assessment

*Alan has given his travel times but we are still waiting for Peters*

Next meeting Wednesday the 28<sup>th</sup> June 2017 at 2.30pm