ANNUAL REPORT 2021



PLEASE HELP OTHERS RISE. GREATNESS COMES NOT FROM A POSITION, BUT FROM HELPING BUILD THE FUTURE. WE HAVE AN OBLIGATION TO PULL OTHERS UP.

- Indra Nooyi

BUMPPY.COM

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OUR CORE PURPOSE, VALUES AND VISION

CORE PURPOSE:

To unite, inspire and celebrate accomplished women. To advance exemplary leadership, while learning from and supporting each other, and empowering the next generation of women leaders

CORE VALUES:

Aspiration, Commitment, Collaboration, Courage, Integrity



OUR VISION

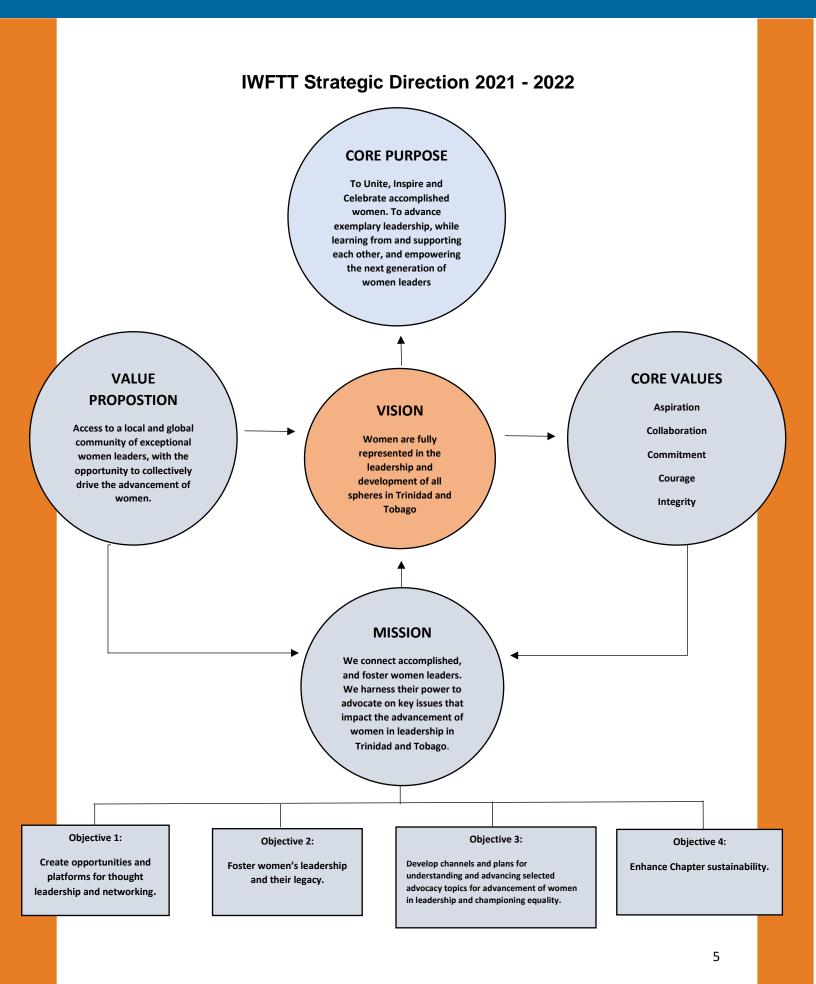
Women are fully represented in the leadership and development of all spheres in Trinidad and Tobago.

OUR MISSION

We connect accomplished and foster future women leaders. We harness their power to advocate on key issues that impact the advancement of women in leadership in Trinidad and Tobago.

OUR VALUE PROPOSITION

Access to a local and global community of exceptional women leaders, with the opportunity to collectively drive the advancement of women



BOARD OF DIRECTORS



Joanne Salazar President



Jacqueline Quamina Vice President



Rani Lakhan-Narace Past President



Paula Rajkumarsingh Treasurer



Claire Fitzpatrick Secretary





Anna-Maria Garcia-Brooks Public Relations Officer



Indu Sharma Officer

"There is no limit to what we, as women, can accomplish."

- Michelle Obama

pixelsquote.nel



PRESIDENT'S REPORT

President's Report

A Year of Opportunity and Advancement

Introduction

The last 12 months have been incredibly challenging but also very rewarding. The difficult operating context created by the COVID-19 virus, has not eased. It continues to require the organisation to conduct most of its activities virtually. Despite the foregoing, the last year has been one of many firsts, several achievements and, inevitably, invaluable lessons learnt. Leading the Board afforded the opportunity to work with a great team; the Board has been hardworking, and extraordinarily committed to the development of our Forum. I am indebted to the directors for their time, unstinting support, wise counsel, and most importantly, good humour as we navigated 2020/21.

There have been several highlights this year; three represent critical milestones in the development of the Forum – commencing the Next Gen programme, becoming a limited liability company, and launching our website, <u>www.iwftt.org</u>, each outlined below followed by opportunities for member engagement and external activities.

Highlights

The Next Generation of Leaders

Development of the next generation of local female leaders, is central to our core purpose. Our Next Generation Programme, created by Indu Sharma and Giselle Thompson, is a development journey structured around four sessions (1) self-care, self-coaching and self-confidence - the pathway to balance, (2) our relationship with food, (3) marketing yourself and your business, and (4) effective leadership – is it possible to simply "do you?"). There are twenty-four (24) participants, and most of the speakers are IWFTT members. To date, the three sessions delivered were all well received, and the fourth is much anticipated.

Incorporation as a Limited Company

On August 10, 2020, the International Women's Forum of Trinidad & Tobago became a limited liability company, incorporated under the Companies Act, Chap. 81:01. The official documentation

was not received until October 2020, hence the lack of fanfare at the end of last year. As outlined below the Executive Committee completed the transition triggered by this change.

Archiving our Beginnings and developing the IWFTT Website

A by-product of developing our website was the creation of a detailed written history of our beginnings. Members are encouraged to visit the website, especially the Members' portal where our history is housed. Anna-Maria Garcia-Brooks did a magnificent job, curating our history and overseeing the development of the whole website. The website was launched in June 2021.

Opportunities for Member Engagement

Committees and Other Working Groups

The governance infrastructure of IWFTT comprises the Board, three Committees (Governing Instruments, Membership, and Fellows) and two Working Groups (Next Generation and Advocacy).

The <u>Executive Committee</u>, upon the incorporation of IWFTT, transitioned to being a Board of Directors. The cadence for the Board is a monthly, 2-hour meeting – we held 12 meetings in 2020/21 – with follow-up activity between meetings.

The <u>Governing Instruments Committee (GIC)</u> chaired by Jacqueline Quamina, guided the Executive Committee through its transition to becoming a board of directors. The Committee ensured the Board met the applicable statutory requirements and drafted updated Bye-laws.

The <u>Membership Committee (MC)</u> chaired by Camille Chatoor, completed another membership round. The process of identifying new members will shift from admitting nominees in batches/cohorts to an ongoing/rolling process. After the last round of nominations IWFTT has 42 members.

Summary

Outcome of 2021 Membership Round	Number
Total nominations received	17
Nominees approved by the Board	10
New members (as of July 1, 2021)	8

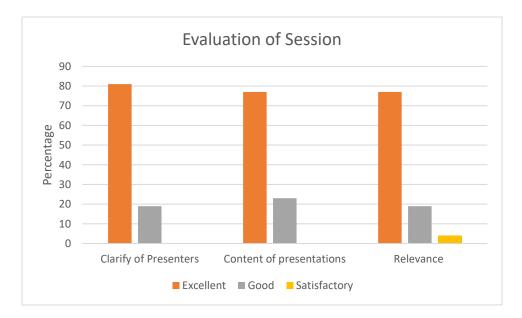
Most of the <u>Fellows Committee</u> were unable to continue serving in 2021, so the Board stepped in. However, the pool of potential Fellows established in 2020 was so strong that the Board was advised to revisit it in 2021. Unfortunately, principally due to the ongoing impact of COVID-19, sponsors were not forthcoming. The Board did not submit a candidate for IWF Global's 2021-22 selection process. The Board will be inviting the membership to consider sitting on the Fellows Committee.

The work of our committees advance Strategic Objective (4) – Enhancing the Sustainability of the Forum.

2020/21 Calendar of Activities

October 2020: A Working Woman's Dilemma during COVID-19

This webinar was organized by ten IWFTT members (Alison Mair Pascal, Anna-Maria Garcia-Brooks, Arlene Chow, Dhisha Moorjani, Franka Costelloe, Jacqueline Quamina, Lisa-Ann Joseph, Maureen Legge, Sharon Christopher and Shian Ottley). The objective of the webinar was to raise awareness of how women's own behavioural issues could be inhibiting their ability to secure leadership positions, with the effects of COVID exacerbating the difficulties they faced. The webinar was open to the public – a first for IWFTT; over 300 people registered for the event, the feedback is summarized below.



This initiative is aligned to Strategic Objective (1) - Regional and global outreach for conferences, meetings, and events; and Strategic Objective (3) - Opportunities to move the needle, influencing others to raise their voices and act.

INTERNATIONAL WOMEN'S FORUM Trinidad and Tobago invites you to an interactive discussion on **A WORKING DILEMMA DURING COVID 19** at the Trade & Investment Convention (TIC) Virtual Experience 2020 Thurs 29th Oct, 2020 11:30am to 1pm AST **Cost: Free** ONLINE **EVENT** IWFTT PANELISTS Maureen Legge Alison Mair-Pascal Shian Ottley-Reid Architect, Organisational Entrepreneur, Mocad Limited Chaud Café Ltd. Psychologist **1**oderator Come and hear, learn from and chat with IWFTT members and fellow Franka Costelloe working women on strategies to navigate and survive work from home President, TTMA and home schooling.

November 2020: Leadership Journey and IWF

We invited Toni Randolph to share her experience of IWF and to enable members to gain a better understanding of IWF operations. She spoke to us about "**Her IWF journey**", specifically, how she was introduced to IWF; what have been some of the highlights for her personally; and what she would advise us to do to take advantage of all IWF has to offer, both as a forum and as individuals.

Toni was the President of the IWF Leadership Foundation Board of Directors and has served as the president of IWF Florida. She urged us to support IWF Global and reach out to other forums. IWFTT members welcomed the insights and provided positive feedback about the session.

This initiative was aligned to Strategic Objective (1) - Regional and Global Outreach for conferences, meetings and events, and presentations on topical subjects.

December 2020: Christmas Cocktail Event – Dine Arounds

In 2020, new members joined IWFTT at the time the government-imposed limitations on social gatherings were introduced. In the circumstances, the Board consulted members on the format of the Christmas event, suggesting it should be Dine Arounds of 6-8 members. Members agreed so the 'guests' at each Dine Around included a new member. The feedback indicated that members especially appreciated the opportunity to meet in-person.



This event is aligned to our value proposition: access to a local and global community of exceptional women leaders.

January 2021: COVID-19.... A microscopic menace bringing more meaning to our lives. Managing the pandemic on your own terms!

Dr. E. Monica Davis, an expert clinical practitioner in the field of health and wellbeing, delivered a session that was engaging and informative, while addressing myths and misunderstandings surrounding COVID-19. Importantly, she offered tips on how to protect and manage our health and wellbeing. The IWFTT members attended and were totally absorbed in the session, like the Christmas event, this initiative is becoming an annual event.

This activity is aligned to Strategic Objective (1) - Presentations of topical subjects by internal and external Subject Matter Experts.

March 24, 28 & April 6, 2021: Focus Groups – Advocacy

In response to feedback, the Board held in-person focus groups on advocacy. The limitations on social gathering were still in effect, so Instead of hosting one virtual forum meeting, the Board experimented with a different format - a mixture of virtual and small group in-person sessions. The discussions were structured around three questions. The feedback was rich, nuanced, and thought-provoking. The Board are still determining how to move forward, IWFTT members warmly welcomed the experimental format of the Forum Meeting.

This activity is aligned to Strategic Objective (3) - Promoting the advancement of women and championing equality worldwide

May 2021: West Coast Cafe

Nancy Laughton (IWF British Columbia) and Kathy Andersen (IWF Northern California) on behalf of the West Coast Forums invited IWF The Bahamas, Barbados, Bermuda, Jamaica and Trinidad & Tobago to a Bi-Coastal Café. IWFTT members welcomed the initiative, and really enjoyed the social event. The Caribbean Presidents have offered to host the next round on November 17, 2021. IWFTT attendees provided enthusiastic feedback with some members so looking forward to the next event, they did not wish the groupings to change!

This activity is aligned with strategic objective (1) - Regional and global outreach for conferences, meetings, and events.

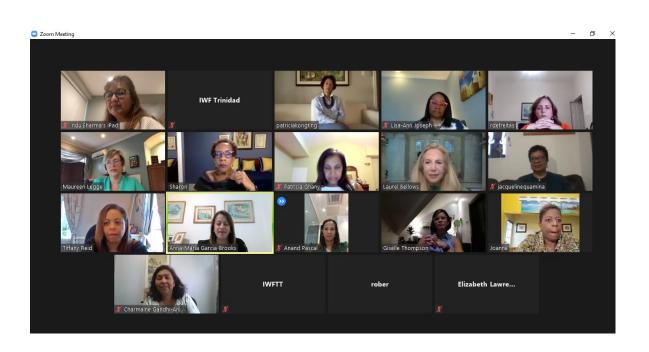


June 2021: Human Trafficking and Launch of www.iwftt.org

Laurel Bellows is a past president of IWF Chicago, a former IWF Global board member and Chair of Global Governance Committee. She is passionate about raising the awareness of modern-day slavery and human trafficking in the US. Laurel and Charmaine Ghandi-Andrews, who shares her passion, welcomed the opportunity to collaborate and address our forum. IWFTT members participated in an extremely lively session, the event could easily have gone on for another two hours!

This activity is aligned to Strategic Objective (1) - Presentations of topical subjects by internal and external Subject Matter Experts.

IWFTT earned pioneering status by becoming the first Caribbean Forum to design and launch its own website (<u>www.iwftt.org</u>) and engage members using that medium. The website was launched to members at the Forum Meeting in June.



July 2021: New Member Induction, Strategic Direction & Employee Vaccination Policy

During the Forum Meeting in July IWFTT welcomed eight (8) new members and presented the enhanced orientation process. This process was developed by the past presidents in response to a request from the Board.

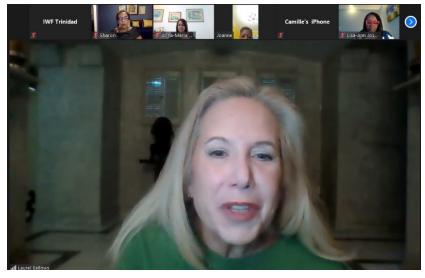
The four strategic objectives and their target outcomes were presented to members – the details are in the Members' Portal on the website (<u>www.iwftt.org</u>), members are invited to log in and peruse them.

Jacqueline Quamina and Indu Sharma organised a discussion panel on the legality of a mandatory vaccination policy for employees. The three guest speakers were:

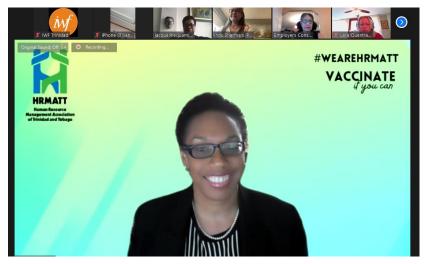
- Antonia Ferrier representing HRMATT
- Stephanie Fingal Employers' Consultative Association
- Vanessa Thomas Williams Attorney at Law

The session was a virtual moderated panel, it was provocative and challenging.

These activities are aligned to Strategic Objective (4) – Forum Sustainability; and Strategic Objective (1) - Presentations of topical subjects by internal and external Subject Matter Experts.



Human Trafficking Presentation



Mandatory Vaccination Presentation



New Member Orientation

August 2021 - Caribbean Cafe

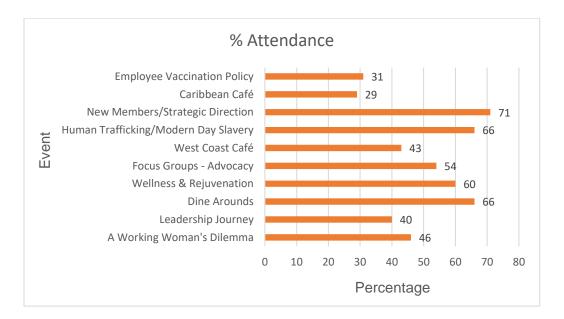
The IWF Presidents of IWF Bahamas, Barbados, Bermuda, Jamaica, and Trinidad & Tobago hosted a Caribbean Café, themed *Building Connections*. Thirty-seven members attended with all five Forums represented. We plan to build on this initiative in 2021/22.

This activity is aligned with Strategic objective (1) - Regional and global outreach for conferences, meetings, and events.



Events and Attendance

There were ten (10) events during the year, with attendance ranging from 29% (Caribbean Café) to 71% (Welcoming New Members and Outlining the Strategic Direction).



External Activities

SheTrades

In October 2020, IWFTT was invited to participate in the launch of the SheTrades Initiative of the International Trade Centre. The initiative, launched in 2015, aims to connect 3 million women to international markets by 2021. The theme of the launch was, "The role of the female entrepreneur in Covid-19 recovery". Franka Costelloe, then President of the Trinidad and Tobago Manufacturers Association also sat on the panel. Over 270 persons attended the session.



Mentor for 2020/21 Fellow

In October 2020, I was invited to Mentor one of the 2020-2021 Fellows - Alexandra Haas. She is a Visiting Researcher at the Center for Economic Research and Teaching (CIDE) and adviser on gender and inclusion at the National Autonomous University of Mexico (UNAM). Alexandra's Legacy Project is addressing gender issues in football in Mexico.

Ideas Remaking the World

Ideas Remaking the World is a competitive opportunity for IWF members to showcase leading edge ideas, and innovations for building a better world and better lives. The Selection Committee received ideas from 15 members and 11 different Forums, I was invited to sit on the Selection Committee.

MOTHER TERESA (1910-1997)

Not all of us can do great things. But we can do Small things with great love





Presidents' Council Roundtable

In May I moderated one of the breakout sessions of the Presidents Council – a meeting of the IWF Presidents - the topic was 'Diversifying and strengthening our membership'.

All these activities align to Strategic objective (4) - Participation at IWF Global and Regional level

Conclusion

Although this year (2020/2021) has been very challenging, I thoroughly enjoyed it, I am looking forward in 2021/22, to building on what has been achieved thus far. For IWFTT to remain relevant we must deepen our resource base by attracting more members and sponsorship, establish and position our brand, partner with like-minded organisations, advance the gender equality agenda and collaborate with other Forums, especially our Caribbean sisters to ensure we are represented in the decision-making of IWF Global.

Joanne Salazar President, IWF Trinidad & Tobago



FINANCIAL Statements For the year ended June 2021

Treasurer's Report

For the Period 1st July 2020 to 30th June 2021

Review of The Financial Performance

The accounts as at 30th June 2021 reflect a surplus of income over expenditure of \$6,303. The accumulated fund brought forward of \$120,502 plus the surplus of \$6,303 giving a closing balance of \$126,805.

The reconciled bank balance as at the 30th of June 2021 is \$155,738.

The membership remained at 35 members throughout the year and increased to fortytwo as of the 1st of July 2021 with the addition of 8 new members and the exit of one member.

Expense Allocation

An analysis of expenses over the last two years shows that the Forum's revenues wereallocated as follows:

37% went towards IWF Global membership dues

25% went towards the cost of the administrative support

15% went towards events

16% went towards the development of our Forum's Website

During the financial year 2021, largely because of Covid, the T&T Forum hosted primarilyvirtual quarterly meetings, and this saved the Forum \$15,682 in meeting costs. This saving was partly allocated toward the hosting of a Working Women Workshop at the Trade & Investment Conference with the Trinidad & Tobago Manufacturer Association. Also, during the year, the Forum's website was completed at a cost of \$12,548 and this has further strengthened the infrastructure of the Forum. A key feature of this website will be our Members Portal.

The Board continues to be very conservative with regards to managing the members funds. Our current financial standing reflects that IWFTT is well poised to continue delivering value to our members.

Statement of Financial Position as at the 30th June 2021

	Notes	3	0-Jun-21 \$TT	3	0-Jun-20 \$TT
ASSETS					
Current Assets					
Bank Account		\$	155,738	\$	118,337
Accounts Receivables		\$	-		97,213
Prepaid Expense-IWF Global Dues	1	\$	18,567		18,306
Total Assets		<u>\$</u>	174,305	<u>\$</u>	233,856
LIABILITIES AND ACCUMULATED FUND					
Current Liabilities					
Deferred Income-Prepaid Membership fees	2	\$	44,500		97,750
Accounts Payable	3	\$	3,000		15,604
Total Current Liabilities		\$	47,500	\$	113,354
Accumulated fund beginning of year		\$	120,502		95,518
Net Surplus		\$	6,303		24,984
Accumulated fund ending of year		\$	126,805	\$	120,502
Total Liabilities & Accumulated Fund		\$	174,305	<u>\$</u>	233,856
J-GSJazar		DocuSigned by: 1 7827E6C01341481 7827E6C01341481			
Director		Dire	ctor		
President		Trea	asurer		

Income Statement for the period ended 30th June 2021						
	Notes	30-Jun-21 \$TT		30-Jun-20 \$TT		
REVENUES			•		•	
Membership Dues	4	\$	97,750	\$	97,667	
Income from Christmas Event				\$	3,125	
Miscellaneous Income		\$	176	\$	1,312	
TOTAL REVENUES		\$	97,926	\$	102,104	
DIRECT EXPENSES						
IWF Global Dues	5	\$	36,587	\$	33,590	
Administration Fee		\$	24,000	\$	13,775	
TOTAL DIRECT EXPENSES		\$	60,587	\$	47,365	
GROSS SURPLUS		\$	37,339	\$	54,739	
OPERATING EXPENSES						
Events cost	6	\$	14,259	\$	25,820	
Communication & Branding cost	7	\$	15,548	\$	3,035	
Miscellaneous Expense		\$	1,229	\$	900	
TOTAL OPERATING EXPENSES		\$	31,036	\$	29,755	
NET SURPLUS		\$	6,303	\$	24,984	

Γ

	30	30-Jun-21 TTD		30-Jun-20 TTD		
Cash Flows From Operating Activities						
Surplus for the year	\$	6,303	\$	24,984		
Movements in net-current assets and current liabili	ties					
Increase/ (Decrease) in Deferred Income -Membershi	p fe \$	(53,250)	\$	75,750		
Increase in prepaid Expenses - IWF Dues	\$	(261)	\$	(3,020)		
Increase (decrease) in Accounts Payable	\$	(12,604)	\$	15,604		
Increase in Accounts Receivables	\$	97,213	\$	(97,213)		
	\$	31,098	\$	(8,879)		
Net Increase/ Decrease) in the Bank account	\$	37,401	\$	16,105		
Bank account at the beginning of the year	\$	118,337	\$	102,232		
	\$	155,738	\$	118,337		

Notes to the Accounts:

- 1. The payment of IWF Global Dues is recognized as a current asset and released on a monthly basis to the statement of income on a prorated basis.
- 2. This represents 2022 membership fees that were paid by several members before the end of our financial year. It is treated as a prepayment as of the 30th of June 2021 to be released on a pro-rated basis in the new financial year.

3	Accounts Payable	30-Jun-21	30-Jun-20
	Accrual for the AGM and Annual Report Final Payment, IWF Dues for 2020	3,000	14,916
	Reimbursement of prepaid membership fee		<u>688</u>
		3,000	15,604
4	Membership fees	30-Jun-21	30-Jun-20
	Existing members	97,750	, 88,000
	New Members		9,667
		97,750	97,667
5	This represents the cost for our membership in IWF	Global.	
6	Events Expenses	30-Jun-21	30-Jun-20
	Christmas Event	8,380	16,557
	Meetings	-	9,263
	TIC - Working Women Workshop	<u>5,879</u>	25.020
		14,259	25,820
7	Communication & Branding	30-Jun-21	30-Jun-20
	Website Development- Payment to the consultant	12,548	
	Annual Report Production cost	3,000	3,035
		15,548	3,035



YEAR IN Photos

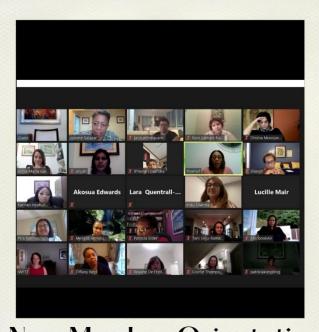


Mandatory Vaccination presentation





Human Trafficking presentation



New Member Orientation



Caribbean Cafe



Caribbean Cafe





Christmas Cocktail Event



Christmas Cocktail Event



Christmas Cocktail Event



Christmas Cocktail Event



Christmas Cocktail Event



Christmas Cocktail Event



Christmas Cocktail Event Christmas Cocktail Event

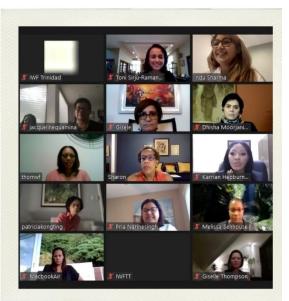




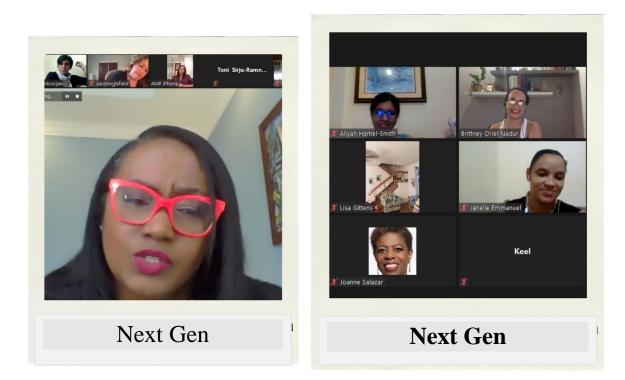
Christmas Cocktail Event

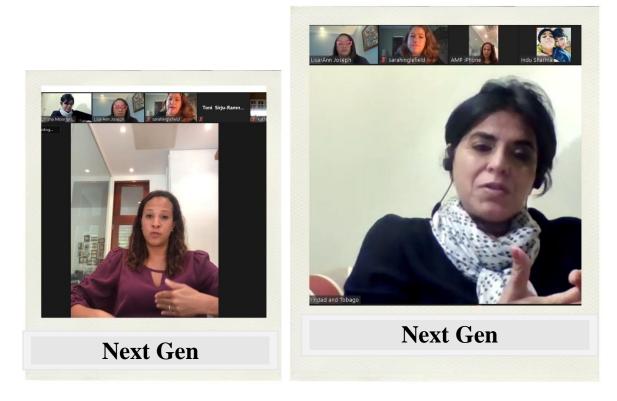


July Forum Meeting



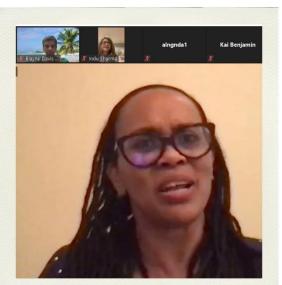
July Forum Meeting



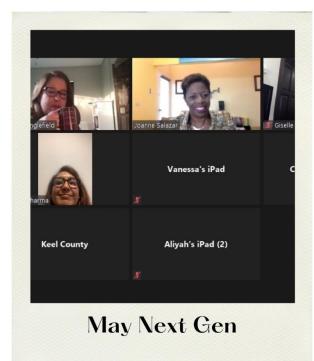




May Next Gen



May Next Gen





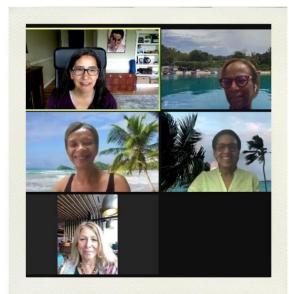


IWFTT Website Launch





West Coast Cafe



West Coast Cafe



West Coast Cafe

Every woman's success should be an inspiration to another. We're strongest when we cheer each other on. - Serena Williams

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