

### Attendees:

Jamie Attard (Gates Foundation); Carolyn Culey (Development Initiatives, IATI Sec.); Yohanna Loucheur (Canada); Annelise Parr (UNDP, IATI Sec.); Elie Gasagara (INGO Accountability Charter); Samuel Blazyk, Sohir Debbiche (AfDB); Absent: Alasdair Wardaugh (DFID); Zefania Romalahy (Madagascar)

### Minutes:

#### ➤ **Process around nomination process**

- Focal points are appointed for each constituency (Providers: Gates; Partner Countries: Ghana; CSOs – Elie (? Please confirm).
- For transparency – Secretariat should take the decision on extending the time period in consultation with the focal points on Friday. This need not be a full week but perhaps two more days up to Friday 11<sup>th</sup>.
- First Board meeting still proposed to take place at the end of March (Tuesday 29<sup>th</sup>). Brief extension if necessary would not affect that date.
  - **Action:** Focal points should send notes to constituency on Friday for progress updates and to gauge if more time is needed for the nomination period. A decision can be made by the Secretariat on Monday based on responses

#### ➤ **Vision/Mission/common values**

- Taking comments received on Yohanna's circulated vision/mission statement document as a starting point, the group discussed including content, then process of advancing the document.
- On content - resources such as humanitarian and SS, as well as climate change and others should be included. Is there a term that encompasses all of these? Some resistance to using the term 'all resources' based on feedback at the SC.
- On process, MAG agreed that the next step should be to present some options for consultation with volunteer group to gauge their initial reactions before taking to the Board. The format used should be the same - which usefully breaks out the content and offers rationale for each phrase.
  - **Action:** Yohanna to take a further cut at the vision and mission outline by Friday this week to add some options so that this can be presented to the volunteer group for their reactions.

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#### ➤ **Preparation of brief for the board.**

- It's clear members are keen for the Board to identify and focus on key strategic priorities and actions over the next 12-18 months. Useful to consult with volunteers on this as well in preparation for the first Board meetings.
- Two documents are needed; Firstly a short strategy outline document that helps board set clear direction.

- Second document: Board Briefing to transfer knowledge and content from MAG/Sec, based on the document already developed by Carolyn and Alasdair. In addition, the Sec will prepare a broader general briefing background package for the Board.
- MAG transition should be more than just one meeting, and should look at workplanning at least at the level of key objectives over the next 12-18 months; The Secretariat has been working on this since its retreat in early January and will have something to share as part of its workplan/budget package.
  - **Action:** Further comments on the strategy document (recirculated today) should be sent to Carolyn by the end of the week for any updates needed, and to enable her to draw out key priorities from the strategy document early next week.
  - **Action** - Secretariat to develop a draft agenda for the board, with a view to outlining which decisions are needed by MA in June, as a guide to what Board needs to prepare and by when. The roadmap already lists several of these.
  - **Action** - Extend the timeframe of the transition roadmap beyond the June MA so that Board and members have clear expectations over a longer horizon (even if not progressed as far as requested in the SC).
- **Other:**
  - Sec is currently drafting TORs for hosting consultancy for MAG review; agreement on the need to take a much broader view than just hosting, going beyond what was done previously.
- **Next call (mentioned March 15th but now proposing Wednesday March 16th) will look at**
  - Confirm key objectives/priorities document from Carolyn; once confirmed these can be added to the roadmap with some possible dates.
  - Confirm vision/mission document from Yohanna
  - Review first draft of workplan/budget from IATI Sec
  - Review draft agenda for the Board from Annelise