

Publish What You Fund Board of Directors meeting Tuesday 10th May 2016, 09:30 – 11:30 BST

Attendees

- Karin Christiansen, Chair (KC)
- Owen Barder (OB)
- Giles Bolton (GB)
- Elise Dufief (ED)
- Simon Gill, Treasurer (SG)
- Claire Hickson (CH)
- Paul Lenz (PL)
- Fran Perrin (FP)
- Rupert Simons (RS)
- Nicholas Winnett (NW)

Agenda

1. Appointment of Board chair and deputy
2. Review of minutes
3. Finance report
4. Aid Transparency Index
5. Strategy update
6. Fundraising report
7. AOB

1. Appointment of Board chair and deputy

- FP proposed election of Giles Bolton and Claire Hickson onto the Board.
- FP proposed Giles elected as Chair
- OB proposed Claire elected as vice-Chair.
- KC proposes that the vice-Chair chairs the finance committee.
- All agreed.
- KC will become an observer and attend Board meetings as desired.
- Giles and Claire will do a governance review. Keen to make more of the collective capability of the Board.
- The next Board meeting will be FP's last.
- RS declares that he is now a member of the IATI Board.
- **RS to discuss division of labour with Claire and Giles.**
- **Board members reminded to carefully declare any potential conflict of interests.**
- **FP to arrange meetings with Giles and Claire.**

2. Review of minutes

- Minutes of Board meetings will now be public.
- FP asked for personal contacts to be kept private.
- OB asked whether we should publish our grant agreements. To discuss with funders.
- SG confirmed risk register was due for this meeting. Discussed in Finance Committee and deferred to the next meeting.
- **RS will email around risk register this week.**

3. Finance report

- 2014/15 audit concluded and accounts filed with companies house.
- FY 2015/16 slight underspend of £17k in YTD, will eliminate £33k deficit if continued. This is financially sustainable but places pressure on staff

- PL queried 1.35 exchange rate projection for Friends' of Publish What You Fund grant.
- Need to look at the exchange rate for the next core Hewlett grant.
- Noted JUJDS funding shortfall. Currently discussing options with ON to try and maximize matched funding income.
- Put attendance on the finance committee minutes.
- KC proposes PL joins Finance Committee. Confirmed. Will join at the next meeting when FP will stand down. CH will take over chairing from August meeting.

4. Aid Transparency Index

- Elise Dufief presented options to help raise the bar and keep it relevant. Three broad directions:
 - Broaden, e.g. to DFIs, climate
 - Focus on quality, e.g. traceability
 - Start to monitor data use
- Will organise a workshop for Board members, with peer reviewers and others. Later in June or July we will organise a closed consultation with some of our key targets.
- OB stressed need to get this right. Need to either clearly present both methodologies, and/or back-calculate past Indexes based on the current methodology.
- OB raised proposal to form a funder consortium.
- Need to include this in consultation strategy, so it isn't suddenly introduced.
- We need to ask open ended questions. Consider what would make most impact to our ultimate objective. What direction will actually help raise the profile further, and help us secure more funding.
- This exercise could get us some good impact data about the Index.
- Partnerships are key given the staff restraints. Is there a way of preserving the integrity but partnering with lots of different organisations?
- Board members asked how we could get more out of the Index throughout the year.
- Need more on practical impact of transparency: what has changed as a result?
- SG raised need for a greater country focus and developing country voices.
- **NW and RS explore consortium funding with team in coming weeks.**

5. Strategy update

- RS presented the strategy update.
- Need to discuss difficulties in recruitment with the Board.
- Board can help define the purpose of the organisation.
- Need to get more reports out faster, e.g., 4pagers on humanitarian and climate quickly. Doesn't need to be complex. Need to move fast and be present.
- We try and pack a lot into one product. But one or two data points can say a lot.

6. Fundraising report

- Giles asked whether we are we having strategic conversations at the right level.
- Looks like DFID is organizing conversations about the civil society review right now.
- We need to specify in more detail who should reach out to whom.
- **ET agreed to meet with Elise to discuss further Index products. By next meeting.**

7. AOB

- George Ingram, Chair of Friends, will observe our Board meetings. Suggest GB to observe theirs but this is yet to be formalised. George and Giles will speak to one another first.