

Publish What You Fund Board of Directors Meeting September 19th, 2018

Attendees

- Giles Bolton (Chair): GB
- Claire Hickson: CH
- Paul Lenz: PL
- Simon Gill: SG
- Gary Forster: GF
- Catherine Turner: CT (Staff)
- Elise Dufief: ED (Staff)
- Linda Grimsey: LG (Staff)
- Sally Paxton: SP (Staff)
- Hetty Kovach: HK

Agenda

Part 1

- Welcomes
- Overview of the agenda
- Minutes from the last Board meeting (Paper 2)
- Quarterly CEO Update and discussion (Paper 3)
- Finance update (Papers 4 and 5)
- 2018/19 budget (Paper 6)
- Strategy update (Paper 7)
- AOB
- Date of next meeting / Meeting ends

Minutes

- **Welcomes:**
 - GB gives welcome.
- **Overview of the agenda**
 - **GF:** Want to get the budget through, get the strategy finalised and approved by the board. Otherwise, just like to give updates and receive any advice from board while we implement the new strategy.
 - **GB:** The strategy looks great, would be good to get this formally embedded.
- **Minutes from the last Board meeting (Paper 2)**
 - **GB:** Anything wrong with last month's minutes?
 - **CT:** Index round up not quite what I presented. Happy to sort it out to make it more in line with the paper.
 - **SG:** Is there any retrospective analysis of the last few indexes?

- **ED:** The difficulty with the last one is the change in methodology. Tried to do it in 2016, but with the new one we can't make direct comparisons. Could maybe look at trends?
- **GB:** Should we do it if it's productive and insightful? Up to Index team really.
- **GF:** Not sure. Catherine Weaver wrote that really good piece. Not sure if more is needed than that. We did do a full team wash up yesterday, happy to update on that later. Part of this discussion was how to keep next index alive for longer, and potentially different ways to focus on other things other than specific scores.
- **SG:** Just looking to encourage the team to make as much use as they can of the fantastic material they do have. Just good to look at getting more mileage out of what we have.
- **GB:** Ten year index anniversary coming up. Half way review for SDGs. Both could be good opportunities to work aid transparency into the mainstream. Maybe a thought on how we could use more material for those.
- **ED:** Well SDG 16 on access to information is the obvious start. Agree with Simon, we are actively working on ways to capitalise on the Index coming up.
- Subject to amendments minutes were approved

- **Quarterly CEO Update and discussion (Paper 3)**

- **GF:** Just to pull a few things out of quarterly paper. Good discussions with existing and potential funders to date. Funders have said they would help to look for different avenues for funding to help with Friends' diversification challenge, so we will hold them to that. Our new re-grant will come in early next year.
- **CT:** Our core funder is looking to shift more into in-country work, can't speak to what degree that is transparency related, however.
- **GF:** Referring to the paper, we have all been very busy building the network and letting people know the good work we are doing and the value of the Index process (as well as the Index) for improving global data quality standards.
- **GF:** Potential funders are very positive about our plans for the future.
- **GF:** There is a mention in here about Andy's trip to the Hague for the IATI Technical Audit. Andy provided some strong feedback to IATI about what he felt were important recommendations to improve process/transparency around how IATI prioritises and shares technical workplans.
- **GF:** We undertook a session to reflect on how we should support/challenge the wider IATI system, reflecting on the ten year anniversary of the movement. We agreed to be both more challenging but also more supportive, and to always start from a place where we were representing the needs of users rather perhaps than publishers.
- **SP:** From US perspective, there is a huge appetite on behalf of US Gov on data use. They would be absolutely supportive for a push for improved data. Our role should be that of a constructive disruptor. Access is one of the big issues right now. Our team, for example, are building a visualisation tool to help in accessing raw data. If we can solve some of the access problems, to enable feedback, that would be the priority.

- **USFA Project Update**

- **SP:** The threat to foreign assistance has actually had some positives. Congress has stepped up in a pretty bipartisan way to push back against the cuts. The civil society orgs have also rallied, in particular MFAN. Our USFA work has been good in many ways. It had a great impact in DC, people really respect the rigour and style of our advocacy work. We had a lot of success distilling it to the right people.
 - **SP:** The mid-term elections are coming soon. One really positive thing is that, we have everyone onside with the proposed BUILD Act, the US' new development finance body. George and I have contributed to parts of the bill. It has to pass by the end of this year, but we are fairly confident it will happen. It emphasizes our need to focus on DFIs.
 - The meeting discussed the issue of the recently reported mounting Chinese debt problem.
- **Finance update (Papers 4 and 5)**
 - **Core**
 - Current underspend £50K towards shortfall (Training & Contingency excluded from BvA)
 - **Projects**
 - **Hewlett FA:**
 - Spending as per timeline and budget
 - Balance £63K. Reporting scheduled for 30/09/2018 to ensure 2nd year (to 31st December) received promptly at the start of financial year
 - As at 30/09/2018 at least 83% will be spent for the first year return.
 - **Grants received**
 - DFID & EU grants for Index
 - **Cash flow**
 - Budget shortfall reduced
 - UR Funds remain at 3months
 - **Bank up dates**
 - SG and CT confirmed as bank signatories
 - RS to be removed as bank signatory
 - Request to add GF to on line banking before end of probationary period
 - **Audit**
 - Annual audit booked for 19th November
 - Pre audit October 2018
 - Trustees to sign Declarations pre audit
 - **HR Report**
 - Comms Manager SC started August 2018
 - **2018/19 budget (Paper 6)**
 - **2018/19 Budget**
 - Total Confirmed Income for Core
 - Stripped down operational budget (Staff & Overheads) for expenditure
 - Including £20K development and fundraising
 - Pipeline of project income discussed
 - The Board approved the budget 2018/19
 - The Board approved the request to add GF to the Online Banking

- **SG:** Requested a full update on the cash flow in March with a contingency update should no further funding be secured

Strategy Up date (Paper 7)

- **GF:** We have done minor editing in the final weeks. The version that you have been sent is the final version. We are looking to launch it in the next few weeks. We will have a two part blog post about IATI (and PWYF) turning ten years old. Operationally, we have gotten our work plans together, and linking them to the strategy. A huge thank you to everyone involved, especially Cathy, for doing all the work on this.
 - **SP:** It's mostly Cathy who should get the thank you!
 - **GF:** We are currently working on an About Us document, which hopefully will cover these issues. We need a really sharp capabilities and competencies piece, we can have this ready for our next board meeting.
- **AOB:**
 - **GB** led a discussion re Board Composition determining that increased diversity and the following experience would be useful: Europe, Users, Development Finance, Fundraising, Humanitarian, Developing Country Insight.
 - **GF:** We are just about to sign a renewal of our lease. Basically it's the same as the last one. The rent is going up, but not significantly, and it won't be a shock to the budget.
- **Date of next meeting / Meeting ends**
 - Tuesday, December 18th.