



Graduate Women International
Empowering women & girls through lifelong education

Board Meeting

March 26, 2019

Minutes

No	Item	Action Item	Completion date
	Present: Geeta Desai, Hazel Bowen, Rae Duff, Eileen Focke-Bakker, Louise McLeod, Basak Ovacik , Katharina Strub and Stacy Dry Lara		
	Apologies – None		
	Meeting called to order at 7:00pm CET		
	Conflict of Interest in place for all Board members who are running for re-election; there is to be no discussion on Board Nominations. Discussion is permitted regarding Committee nominees		
1	Adoption of the Agenda		

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	Discussion about the Outstanding Women Project was added to the agenda, as was a vote on Fin Com's Internal Resolutions. Geeta made the motion to adopt Agenda. Agenda was adopted unanimously.		
2	Approval of Minutes of January 21, 2019 Geeta made the motion to approve minutes. Minutes adopted unanimously.		
3	CSW63: March 11 through 22, 2019 GWl has expanded its involvement in CSW over the last couple of years - - our UN NY representatives have served on NGOCSW Committees – evaluating proposals for the Parallel Events, support with logistical planning and volunteer training of this monumental event. VP Louise McLeod was on the Zero Draft Committee and involved in the drafting of the Agreed Conclusions Hazel Bowen, VP for Advocacy and Education led the delegation and the event was also attended by VPs Eileen Focke-Bakker and Louise McLeod, Stacy Dry Lara, GWl Executive Director and our UNNY representatives. This year GWl, in addition providing to its usual slate of delegates from around the world, held its own parallel event in partnership with the Global Campaign for Education. The venue for this parallel event had a capacity of 100 people and the		

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	attendance at this successful event was beyond capacity. The panel included two Young Members who were inspired by the event. GWl also participated in parallel events held by CFUW, WG- USA and Finland. Delegates were briefed throughout the week and many participated in finalizing the Agreed Conclusions document. Louise McLeod stayed until the very end of CSW63 supporting Maryella Hannum and Hally Siddons as they provided the Oral Statements for GWl and CFUW, respectively. She also attended the European and North American caucuses where the conversation centered around Beijing +25 and other upcoming UN anniversaries. UN Women is planning a dual, North and South Global Forum in 2019 for Beijing + 25 Platform for Action. <u>GWl Publicity:</u> VP for Marketing, Louise McLeod produced a flyer for the Parallel Event which was handed out at Consultation Day and to other delegates who attended the breakfast briefing on the morning of Monday, March 11,2019. Also produced by Louise were postcards that promoted the GWl Triennial, Centenary Celebration and Conference to be held at the end of July 2019 in Geneva. These postcards have played an indispensable role in promoting the event with our world-wide membership. <u>Social Evening/Dinner</u>		

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	The GWI dinner, attended by approximately 40 people, proved very enjoyable. Attendees included GWI delegates along with WG-USA and CFUW delegates. <u>Wrap Up Briefing</u> GWI held a combined meeting with WG-USA and CFUW delegates. A productive discussion on CSW, the Zero Draft Report and the Agreed Conclusions, took place. This meeting was received very well by the attendees with one seasoned CSW delegate remarking that although she has been attending CSW meetings regularly, this meeting helped her understand UN CSW and its purpose and processes more fully. <u>Accommodation</u> GWI has delegates at CSW every year and every year there are issues around accommodation since New York City is prohibitively expensive. GWI is in discussion with Mary Mount College – the student residence located on 55th between 2nd and 3rd. This is approximately 10 blocks from the UN (45th on 1st) a walkable distance. Hazel and Stacy inspected the site and found it to be very suitable. They walked back to the UN to confirm that it would be a walkable distance for our future delegates. We are still finalizing arrangements with Mary Mount. The rate quoted is around \$70 per person per night. The units consist of two rooms, bathroom and kitchen. Each bedroom has a double bunk.		

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	Another alternative is the Even Hotel which this year for CFUW was willing to set aside a number of rooms at a special rate (around \$100 per person per night, which is extraordinarily reasonable for NYC). It was suggested that in the future GWI work with both places of accommodation. Maryella Hannum has mentioned that she would be happy to be the point person in NYC to deal with accommodation reservations. The recommendation also is that if GWI delegates stay at this residence, a GWI board representative stay there also. <u>Networking at CSW</u> Stacy reported on the excellent contacts made – like the Executive Director of the 16 Days of Activism against VAW which has a network of about three million. GWI's relationships with relevant organizations are increasing and GWI anticipates raising awareness of GWI's work throughout 2019 especially in the ramp up to Beijing +25.		
4.	Report from Executive Director <u>GA, Centenary Celebration and Conference:</u> To date, there are 179 registered attendees for the GA, Centenary Celebration and Conference and about 27 in the pipeline. The office is fielding numerous calls of various nature that take up a lot of time.		

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	The office has been reconciling the payments almost every day now. To date, there are only 13 signed up for the local tours. The Young Member Workshop (YMW) process is working itself out. The office is promoting YMW and the conference in the Update and elsewhere. Idloom, the online platform for the event website is running smoothly. It's worth noting that the GWI office is managing the GA, Centenary Celebration and Conference website on its own rather than outsourcing it to a conference management company which admittedly would be easier. However, GWI is maintaining its commitment to an austerity budget and is managing all aspects of the upcoming event, on its own- unlike practices in previous years. <u>Other Activities:</u> • Tomorrow, the office is releasing a World Water Day study that includes comments from several NFAs regarding water, sanitation and collecting water. • The Human Rights Council 39th session in March 2019 went well. GWI did the following to contribute to the session: ✓ Sponsored a civil society speaker from Turkey ✓ Submitted a written statement on the responsibility of Institutions of Higher Education to contribute to the SDG implementation;		

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	✓ Co-sponsored three oral statements and two side events (widow rights and human trafficking) • The office has implemented an automated form on the website that allows NFAs to update their contact details. The aim is to have an online way to generate dialog with NFAs about their leadership so the office can maintain an accurate list. • The 2019 summary of Bina Roy Projects in Development is complete. Nine great applications were received with a total requested support amount of about CHF 20'000. The summary will be shared with the Project Development Committee tomorrow for comments. Thereafter, GWI will be identifying funding for these projects. Bina Roy Projects were funded by VGIF but VGIF has changed its funding model and will be funding larger, multi-year projects. The office continues to provide a quality level of services on a daily basis that include member relations, interaction with other NGOs, communications, implementation of financial and organizational efficiencies, interacting with its UN Representatives in NY, Paris, Vienna and Geneva. However, given the brevity of time during this meeting, the Executive Director could not detail these activities.		
5	Financial Report:		

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	<u>Good news</u> GWI is reporting a positive end – of -year result of CHF 41'109 due to its austerity budget. This result was only possible because the Executive Director did all the work herself – a daunting workload. In September 2018, in anticipation of the additional workload related to the upcoming GA, Centenary Celebration and Conference and at the urging of the GWI Board, she finally hired an additional staff person at 60 % of full-time. The remaining credit for conserving GWI's resources is shared by a working board. Regardless, expenses will have to be again tightly controlled in 2019. <u>February monthly report:</u> Everything is as budgeted; there are no extraordinary expenses. <u>Dues:</u> Two countries, Israel and Spain have increased their membership. Korea has not answered emails nor paid which is unusual. Lebanon has not responded either; Eileen is to contact Lebanon. Basak is to contact Cyprus; they must apply for the 40% reduction. <u>Fellowships:</u> Katharina will summarize and send to the rest of the board. <u>FinCom:</u>	Eileen and Basak Katharina	

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	The new Assistant Treasurers for Canada and Switzerland were appointed by their respective NFAs. They need to be confirmed at the GA. The budget has not yet been prepared by FinCom. <u>Financial Turn- Around:</u> The audit should be posted to the website. There should be recognition of the fact that the Board and Executive Director have turned the organization around, financially. It was also suggested that an informational letter accompany the audit and that the Board Triennial Reports will go into more detail regarding the financial turn-around. The Cash Allocation Report format shows cash at banks and restricted funds. The report provides a good overview and has been a useful tool for seeing cash on hand from a different perspective than other financial reports. Rae and the rest of the board thanked the Treasurer for providing reports in user - friendly and financially- responsible ways. The board also thanked Stacy for all she has done to contribute to the organization's stability, growth and healthier financial position.	Note for GA Agenda	
6	Fundraising		

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	“I Have a Girl”, is proposed as a new fundraising campaign to inaugurate GWI’s second century. The concept is to match NFA with a student to support. Basak had asked Louise to translate the concept into visual terms; Louise has created a wonderful graphic. Marketing and Fundraising have skyped about marketing this fundraising initiative. <i>Concept:</i> 2-3 NFAs will participate in the pilot project. Katharina offered to approach Switzerland to ask if it will participate in the pilot program. As Treasurer, she will also identify financial issues that may be associated with the program and hidden expenses such as wire transfers. The aim is to support 100 girls from our member countries. A member, or NFA, will make a donation to a ‘GWI pool’ For instance, Kenya will prepare a list of students having economic difficulties and will inform GWI. The Fundraising VP or a committee will evaluate the needs of this student and will donate from the GWI pool. The student’s info, e-mail address etc. will be given to the donor. The donor will have the opportunity to follow the girl’s success. <u>Other Fundraising:</u> The GWI mugs are sold out. There are 150 T-shirts left. Whether more items should be produced for sale at the Conference will be discussed via email. Prices for Centenary scarves are being identified.	Katharina	

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	<u>Conference bag</u> Stacy will get in touch with the LAC (Lilia) to find out where she is with researching the complimentary bags from the City / Canton. <u>Centenary Celebration</u> Basak is working on the Centenary Celebration Event which will take place at University Foyer on the 25th of July from 6:30 -10PM. Basak had a Zoom call with Katharina and Stacy to discuss items like cake prices, photographer, etc. Preliminary plans are to order a celebration cake, champagne, decorative flowers, LED candles, lamp for the celebration. There will be a surprise entertainment show and multicultural event. There will be a sash ceremony. There will be an official photographer. We will sing the centenary song with the LAC choir. Basak had a call with Rae and Louise to discuss the “Through – the -Decades -Show” and historic photo displays. <u>Fellowships Committee:</u> FelCom has finalized the recipient for the Caroline Spurgeon Fellowship Award of CHF 12,000. There were 41 applications. The recipient is Vidya Diwaker who intends to the event and will receive her award in person.	Stacy	

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	FelCom is also making other awards. Subha Shrestha will be awarded the New Zealand Daphne Purves Award of 2'000 CHF. Claire Cullen the Cullis Leet Award; Ashli Aikins, Maricarmen Hernandez, and Ida Djenontin, will receive a GWI Recognition Award 3'655 CHF in total/divided equally between them. The British Association Awards also within FelCom's purview are: Ariana Markowitz for the Crosby Hall Fellowship and Mireille Widmer will be awarded the Marjorie Shaw Fellowship. Awards total CHF 34,096 . This is CHF 19600 + £11,000 (CHF 14,496)		
7	Governance <u>Internal Resolutions</u> Board Members were asked to take a final look at the resolutions and email Rae their approval or if they wished to have a further discussion. Two separate zoom meetings will be scheduled after this board meeting (next week) to discuss Committee Nominations and Internal and external Resolutions.	Board Members	

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	<u>Conference Draft GA Agenda</u> A draft Agenda was sent out but Rae has received no feedback. Agenda must be finalized and sent out in May <u>Provisional Program</u> Rae has sent out the 12th version of the provisional program and has been waiting for responses from Board Members who have been at CSW in NYC. Once the programme is confirmed the next step will be to develop the Run Sheet which will have all the details on the timings and who will be chairing each session, introducing, thanking speakers and so on. <u>Speaker</u> Rae is in regular contact with Hon Helen Clark's PA and she is hopeful that they will be able to confirm Helen for a key note speech on Saturday July 28, 2019. <u>Voting and Credentials</u> Rae will be working with Hazel on preparing for voting and credentials; The circular on Credentials will go out in Mid – April. Eileen has a call with MemCom to discuss its role at the GA with regard to credentials and voting support. <u>Triennial Reports</u>	Rae & Hazel Eileen	

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	The call for Triennial Reports from the Board, Conveners of Committees and UN reps was sent out on 14 December, 2018. These are to be sent to the Office by 10 May, 2019. The Board needs to decide how its own report is to be presented. Those who liaise with a committee are asked to remind the conveners when their reports are due. NFA reports are due by 17 May. These Calls and Circulars are all available on the website – thanks to Stacy.		
	Marketing <u>Outstanding Women Project</u> Louise reported that the project is coming along well. She and Anne Ronning are highlighting outstanding women from IFUW and GWI through history – there has been some difficulty in gathering information prior to 1950. IFUW/GWI membership has been comprised of many illustrious women of whom the current membership may not be aware. She will provide photos as part of her project PDF format for sharing. <u>Elizabeth Poskitt' book</u> The previous administration had asked Elizabeth Poskitt to write a book for the centenary – we have reached out to her several times in the past regarding the status of this book. We will have to reach out to her one final time.	Louise /Rae	

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	<u>GA, Centenary and Conference documentation</u> Louise will need, as soon as possible, all documents for layout in Documentation Book to be distributed at the GA.		
	Update on Workshops and Seminars Hazel asked all board members to review workshop and seminar summary sent today and to make comments. She is trying to create a schedule of workshops and seminars for days 3 and 4 that will satisfy attendees. Help will be needed to run the workshops.	Hazel	
	Membership <u>Young Member Workshop</u> Eileen reported that the Young Member Workshop has 20-25 women interested. Several have applied for travel subsidies. About half are from NFAs not on subsidy list (Russia, for example) and she suggested that any funds remaining be used for them. She said the office is doing a good job promoting the YMW. <u>Nazan Mongulu Award</u>	Eileen	

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	Award has been decided but will not be handed out at young member dinner as previously thought; the preference is to hand it out during the centenary celebration. <u>Non-Members at GA and Conference</u> Non-Members can provide workshops and seminars but what Eileen is seeing is that that non NFAs are still using previous GWI affiliation. The question is: how do we manage non-members who are coming from countries like Finland and Romania- countries that no longer belong to GWI? They can attend the GA but will have no voting rights and can only speak at the GA with permission from membership and the Chair of the session. Barring permission they can only be there in the capacity of observers. Stacy and Eileen have spoken to Finland during CSW63. Finland's President is very new and was not aware of the GWI relationship background. She will discuss the fact that GWI is still cited as a reason to join the Finnish organization and GWI also still appears in the organization's constitution. The president has been made aware of these issues and will presumably discuss these with her membership. Meeting adjourned 10:00 CET		