



Board 2020-2022 Meeting Minutes
18 June 2020, 4pm, Central European Summer Time (CEST), ZOOM

Attendees: Terry Oudraad (TO), President; Veena Bathe (VB), VP Legal and Governance; Eileen Focke-Bakker (EFB), VP Membership; Glenda Hecksher (GH), VP Marketing; Louise McLeod (LM); VP Advocacy and Education; Basak Ovacik (BO), VP Fundraising; Katharina Strub (KS), Treasurer; and Stacy Dry Lara (SDL), Executive Director

Apologies: None

Welcome: TO welcomed all and called the meeting to order at 6:00PM CEST.

Agenda: Adopted

Minutes from the 31 May 2020 Board meeting: Adopted.

Conflicts of Interest. None

Strategic Plan (SP) 2020-2022 & Timelines SP & COVID-19

There was a thorough and final review of the SP, timeline and COVID-19 plans. Generally, all agree that the SP is in the final stage. TO to coordinate last revisions and distribute to all Board member for review before the next Board meeting so the vote to adopt can take place.

Advocacy

LM is producing a 45-slide advocacy training toolkit. The toolkit is intended to be a self-taught or workshop-taught training guide that addresses such advocacy questions as, “I want to be an advocate, now what?” The toolkit aims to raise the level of understanding about GWI advocacy. LM and SDL are preparing the fall 2020 GWI International Advocacy Webinar Series that will include this training toolkit.

LM also informed about the plans to hold NFA Bina Roy Partners in Development (BRPID) training. The training webinars will explain to NFAs how to apply for BRPID projects and how to report on the monitoring and evaluation of their projects.

LM and SDL provided teach-in opportunity overview: NGO CSW New York, at the request of UN Women, began developing the teach-in project in fall 2019 in preparation for CSW64. To move the project forward, teach-in project meetings, working groups and discussions were planned for CSW64 but all were cancelled. There are six cross cutting themes that address human rights of women and girls. There is a teach-in curriculum being developed by the project’s curriculum group. GWI has the opportunity to review and advise on the curriculum – during summer 2020. After the curriculum is final then GWI has the additional opportunity to present the project to universities via our international network.

Membership

GWI Membership Marketplace: EFB reported having received already numerous interests from GWI members who would like to propose member-to-member provision or take advantage of the GWI Marketplace benefits. It was noted that in order for any member participating in the GWI



Marketplace, her NFA must be current with GWI dues. EFB has received 12 eager to proposals to offer services and has many members ready to take advantage of the GWI Marketplace benefits. It is understood that there is no money exchange; all Marketplace activities are gratis. As example, a member in Boliva has offered to teach Spanish lessons. The idea is to test the GWI Marketplace for six months after the official launch, then assess. Nizihe Bilhan, TAUW, is Chairing the programme; Pouya is the programme secretary. SDL is working on the programme logo and to provide concepts next week. Teaser planned for the Update Newsletter after the logo and concept are finalized.

Success of MemCom Webinars: EFB reported that the webinar series has been a great success thus far. There is only one webinar remaining for the 25 June, Intergenerational Membership.

Other membership issues -TO has written letters to various NFAs regarding issues that have arisen; no reply has been received from either.

Finances

KS reported that creating the Unrestricted General Reserve Fund for the 2019 conference surplus is not an option but a mandate by the GA.

Motion: The GWI Board hereby accepts the recommendations of the Finance Committee and allocates CHF 51000, surplus of the 33rd Triennial GWI General Assembly and Conference towards General Reserve Fund. Furthermore, in case of shortfall in funds for the GWI operations, the General Reserve Fund be utilized in consultation with the GWI FinCom.

Proposed by: VB

Seconded by: KS

Motion passed unanimously

Background: The Finance Committee- FinCom, in its November 2019 meeting recommended to the GWI Board that the positive result of the General Assembly and Conference in Geneva expected to be about CHF 55'000 to be kept in reserve. It was observed that there is no record of the discussion and acceptance of the FinCom recommendations in the Board minutes. Hence to rectify this situation and comply with the FinCom recommendation this motion is introduced. In addition, a resolution was accepted at the 33rd General Assembly (see GA Minutes), which approved the establishment of a General Reserve Fund, as funds permit, at no less than 33 % (thirty three percent) of the triennial budget or one (1) year of GWI's expenditure whichever is the greater.

Further in the current context, when the COVID 19 pandemic has pushed the global economy into a recession, due to which there is likely to be decline in the membership dues from NFAs and also decline in future donations. This may create a shortfall of funds for GWI operations. In which case the General Reserve Fund will need to be used in consultation with the FINCOM.

2020 Dues Update: KS reported currently GWI tracking at about CHF 40'000 shortfall. This figure is a combination of nonpayment of dues as well as the loss incurred from the foreign currency exchange fees when NFAs pay dues in currency other than Swiss franc. In recent years, the foreign currency



exchange rates have been stable, but this is no longer the case. The Board will discuss more in-depth in the future. Constitution says dues must be paid in Swiss francs. Dues paid in U.S. dollars have not yet been converted to Swiss francs because waiting for better exchange rate. Board members took responsibility to contact certain NFAs regarding 2020 payment of dues. Also, regional leaders have been contacted to ask for help in collecting dues from nonpaying NFAs.

Information regarding in-kind contributions and VAT: KS and GWI accountant wrote a letter to the Swiss tax office to inquire about the tax rules for in-kind contributions and outside of Switzerland services. As per the Swiss VAT office, if an organisation's in-kind contributions combined with services performed outside of Switzerland exceed CHF 10'000 then they must pay VAT on total of taxable items, not just CHF 10'000. As per KS, this sum for 2019 is about CHF 30'000. VAT is 7.7% resulting in a CHF 2'100 payment. KS' opinion is that the contribution of the CFUW should be accounted for differently, not as in-kind. It is not really a service, which is taxable, but rather an alternative way of supporting the GWI community. KS wrote to Beverly Rhodes, FinCom, asking for ideas to acknowledge CFUW's contribution. Ideas will be discussed with the accountant. KS confirmed the tax is as per Swiss taxes not the in-kind contributor. KS confirmed that all organizations but pay the tax based on the entire total over a calendar year.

Additional finance update: KS reported that all Hegg Hoffet funds collected at the 2019 conference have been transferred to the Hegg Hoffet UBS account. Also, a restricted fund for the Teachers for Rural Futures programme will be created. This restricted fund will comply with the City of Geneva reporting rules. The first CHF 15'000 distribution from the City of Geneva programme support has been received. KS also reminded Board to be mindful of budgets.

Fundraising

Circular Call for Fundraising Ad Hoc Committee: Since the Circular was distributed, volunteers are Gomathy Venkateswar (India), Jazmeira Cabrera (Panama), TO and GH. BO is recruiting via personal emails; she asked Board to ask people to volunteer for the committee; deadline is 3 July to submit application. As per KS Kathryn Horvat would like to apply for the committee; BO to contact Kathryn directly.

Hegg Hoffet Committee: BO held a Zoom meeting last week with the Hegg Hoffet (HH) Committee; ideas how to raise funds for HH in COVID times were discussed; the Committee would like to use 20% (or less) of HH fund to support women experiencing COVID-19 emergencies, i.e., female health workers working also working on PhD that has stalled or students who cannot continue education virtually because they do not have a laptop. It was determined that this would not comply with HH restricted fund rules because the grants would not fit into the two types of displacement covered by the fund. BO also suggested to review wording of HH rules, "in other emergencies," to determine whether COVID-19 could apply. Any request to use the HH fund for other than the currently defined terms would need approval by the GA. The importance of computers in today's world as essential materials was brought up. It was agreed that GWI needs to look in the future at expanding the HH rules because COVID-19 has changed many things. BO will revert to the HH committee that the Board cannot accept to use about 20% of the HH fund for grants to COVID-19-affected women because of the way the fund statutes are currently written.



Office matters

Webinar series: SDL reported that the spring 2020 webinar series is going very well; the online registration form is working well; satisfaction surveys have been sent after each webinar; results to date are combined and ready to send to EFB; that the office has learned quickly how to produce a webinar series from scratch; the webinar series has hedged some other office work, however, the tradeoff has been worth it for the many positive member comments about the webinars.

Human Right Council (HRC): SDL reported that the HRC43, discontinued in March, had resumed and concluded at the United Nations in Geneva with limited in-person participation, NGOs were permitted to participate online participation. The HRC44 reportedly began this week but dates have been changing; NGOs are permitted to attend via online registration; best case for participation was to submit a written statement which the office did. The statement addressed violence against women in COVID-19 world with cosigners CFUW and WG-USA; the office is following and reporting virtually on HRC44.

ED and Program Officer vacation 2020: GWI Programme Officer, Clemence Mathiaud (CM), has requested vacation beginning around 10 August for 3-4 weeks, to be determined. SDL reported she has not determined dates of vacation for 2020. The idea that SDL and CM will take vacation simultaneously in August was discussed; that the office can close for a few weeks.

Update Covid-19 reduction request: SDL confirmed that she submitted the office rent reduction request to the City of Geneva in French and English; they acknowledged receiving the document; no further word yet.

Governance

Update Guidelines Board Meetings: Guidelines approved for immediately after this Board meeting.

Update Action Plan report related to the Board minutes: VB has simplified the Action Plan; she will add target dates/action dates to the Action Plan; LM agreed to put the document on her One Drive account (cloud) the working Action Plan as a rolling document. Once action is finished the item is indicated as complete. Motions also need to be logged and numbered for easy recollection; it was agreed that SDL produces the minutes, VB to create Action Plan and then Board member updates the Action Plan with her own pertinent information. It was agreed that this procedure will be tried out; it must be very simple and not cause extra work for anyone.

Marketing: GH presented idea to do an inventory of NFAs who have left and ask why; encourage them to reinstate their NFA. GH to make plan then discuss with EFB. Also, idea for member directory/database; this will showcase that members are part of an international organization. GH to reach out to NFAs with opportunities to participate with UN agencies such as Calls for Information. She also mentioned establishing an Outstanding Member Award; that will be discussed further in the future.

Follow up Board meetings: Next Board meeting 16 July 2020, 6PM CEST.



Any other business: The Board considered presenting membership trends to all NFAs. CFUW Town Hall meeting slides are valuable and should be revised/tweaked and promoted to all NFAs. 2020 AR is with SDL for final review.

Adjourned 8:27PM CEST

Final Adopted Minutes