Board of Officers Minutes
14 December 2023, 5:00pm CET, Zoom

Attendees: President, Patrice Wellesley-Cole (PWC); VP Advocacy, Shaila Rao Mistry (SRM); VP Education, Shirley Gillett (SG); VP Membership, Meera Bondre (MB); VP Projects, Mildred Asmah (MA); Treasurer, Sudha Srivastava (SS), GWI Executive Director, Stacy Dry Lara (SDL)

Meeting called to order: 17:04

Conflict of Interest: None

Adoption of Agenda: Agenda adopted with SS indication that the Treasurer report is financial report not quarterly report; next quarterly reporting work will be for 2023 4th quarter financials in January 2024.

Adoption of Minutes of 27 November 2023 GWI Board meeting
The board will adopt via email within four days, changes still needed; action items from 27 November will be addressed at the next meeting.

Financial Report
SS began the Treasurer report with a disclaimer that it is her mandate as Treasurer to make board aware of finances and financial forecast; questions and comments are not personal.

She reminded that GWI reported a deficit budget for 2023 and that the organization is still operating under an austerity budget. Clarification was made that the Treasurer is not responsible for fundraising activities to cover deficit; Treasurer provides figures and analysis, makes recommendations, and brings matters to FinCom. SS attended all 13 board meetings and presented financial reporting as well as updates on the work of Finance Committee (FinCom) and Young Members Network (YMN) of the productivity; she provided four quarterly reports, one annual budget, one annual report and audit, and presented 12 FinCom recommendations to the Board in 2023.

Regarding the legacy bequeathed to GWI, SDL confirmed that the 50,000 to 52,000 U.S.D. belongs to GWI from the legacy and that this amount can be put in the 2024 budget; she informed that she understands that other American organizations also receiving the legacy have not received their funds and that it's proving even more difficult for a Swiss organization to receive funds from a U.S.A. IRA account. SRM concurred and all agree that the legacy money is added to the 2024 budget. SDL will continue to peruse. An inquiry was put forth by PWC whether the legacy money will cover the 2024 projected deficit; SS will work with accountant on this matter. All to think about means of additional income and revert in January as the budget is being prepared. US suggested to imaging less than the full legacy as means to report less deficit; as example 30,000. Result: full amount will be added to the 2024 budget.

SS put the question to the board as to what additional funds they intend to raise or what other income they can add for 2024; what are plans for specific and concrete fundraising? SG referenced philanthropic efforts presented previously by former president, Geeta Desai and perhaps revisiting those ideas; she acknowledged the importance of the new VP Fundraising and that they need to focus not only on funds that feed projects such as the recent Earthshot Prize, but also funds for operating expenses.

SRM agreed and indicated that they have not yet planted the seed for operational funding, and they need to do so; project funding will go in and then go out; fundraising for projects just makes the budget look fat; operational funds should be the board's focus. She further referred to the strategic plan she submitted for fundraising that included corporate sponsorships. After discussion about this all agreed to take this course along with traditional fundraising. **Action Item:** SRM also indicated she will reach out to the potential funder she, PWC and SDL recently wrote information for. **Action Item:** Everyone to identify potential corporate sponsors.

SDL mentioned that fundraising is not a task comfortable to most and that a fresh approach for the board can be to approach known corporations for sponsorships in their area of focus, such as a real estate company supporting office rent. For such sponsorships the organization can receive global recognition from GWI. She made reference to a presentation she gave a few years ago about GWI to a technical audience that resulted in a 5,000 U.S.D. donation.

Regarding Dr. Mehta SDG 4 project donation, it was confirmed that there have been no projects initiated in 2023 as required by the MOU. **Action Item:** In 2024 Dr. Mehta project must be initiated.

Regarding independent members it was confirmed that independent members pay either 50 or 100 Swiss francs according to their country.

Regarding cost monitoring, SS referred to Strategic Plan as to monitor costs and indicated that certain costs cannot be removed such as the office rent, the Executive Director, IT but she suggests that a reduction can be made to for the website costs; she indicated the current budget is some 16,000 Swiss francs and that this is too high; she confirmed that GWI is required to pay VAT for all supplier outside of Switzerland that incur more than 10,000. It was mentioned that a contract or status reports have never been received by the website company. **Action Item**: SS requested both.

In the discussion that followed SDL confirmed that there is an agreement in place for the website company and that she receives monthly reports; they meet monthly as well. She informed that the website company does far more than just the website; the increase the previous board supported in 2022 was given because it is the least expensive option for support for the office and they are competent having worked with GWI for more than 10 years.

It was mentioned that the website is old and that there are many, many complaints about the navigation; it was mentioned that the website does not say much or give GWI messaging. SS recalled a previous plan to update the website and asked what happened to the initiative; who is handling? SDL indicated that the website is the same since she came to GWI in 2016 and that GWI has never had the money to update it; she clarified that the website company will not take it upon themselves to change navigation or content; they maintain the website, keep in limping along with outdated features and make sure it is secure; they pay for many licenses for GWI.

It was noted by SDL that a few years ago the website company agreed to update the template under the fee of their monthly fee; as part of this plan a GWI team of previous board members, Geeta Desia and herself would rewrite the content; the website company would redo the navigation; recently SDL met with Louise McLeod about continuing this project and she has agreed; recently SDL met with the website company to pick up where the project left off; it has been agreed that by end of 2023 the project will be analyzed for current status; in January 2024 she will meet with them and Louise to set milestones. There can be content changes, archived pages to streamline, and navigation changes but design or template changes are not included in this scope of work. SDL asked the board to please pass along any website criticisms immediately; to acknowledge themselves that the website is old and in need of a redo rather than just agree, and to

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support her while recognizing that previously all office work was done by five staff in addition to the website company. All agreed on this support.

Regarding advocacy, SRM recently held the Advocacy Influencers Group (AIG) inaugural meeting. The platform is a think tank concept to address advocacy without borders that aims to engage and add value for NFAs with the idea that fundraising will follow from corporations. She will hold an additional meeting for time zones that could not attend; will then summarize meetings and distribute areas of top priority; thereafter she will hold three meetings with the known influencers. She asked for all to submit any regional leaders they can put forward; another value is advocacy training; she will do a soft launch at CSW68 and submit a plan forward; she requested a webpage for the initiative.

CSW68 – three virtual parallel event applications were submitted from SRM and MemCom, SG and EduCom and SS and YMN; acceptance of all parallel events is expected 15 January; there was a request for CSW 68 meeting soon to tie up loose ends. 24 member applications to CSW68 were received previously and reviewed; concern was raised about members who apply to be GWI delegates and are never heard from at the CSW; Board sked for additional time and will notify SDL via email of final decision; there was a discussion around the Breakfast Briefing days being changed to Tuesday and Thursday rather than Monday and Thursday; finally it was decided that the Breakfast Briefings will remain on Monday and Thursday; social dinner will be held on Wednesday night – all during week 1; photos should be inclusive of all who are attending so need proper announcement of the date/time. SDL asked board members to inform her of what delegates outside if the official delegates they know of so they can be added to the information distribution.

Regarding projects: It was mentioned that the two project descriptions for Earthshot were distributed to the board recently. It is noted that there is confusion about the scope of the Dr Metha MOU seed funding for SDG 4 projects and that there needs to be clarity; SDL proposed the idea that the Dr. Mehta SDG 4 project funding can be put towards an NFA research or analysis project that will also bring members together and culminate into a major GWI publication for worldwide distribution. It was agreed that a project needs to be clarified quickly, with Project Development Committee, and a form sent to NFAs for participation; it was noted that one year has passed and this matter is urgent.

BRPID Call for Application is out; deadline is 31 January and no applications have been received.

Regarding membership, MB reported that the Membership Marketplace NFA-to-NFA plastics project between IFUWA and CFUW held its first meeting; all participants are very excited for the project and will hold the next meeting in January 2024.

The next MemCom meeting will be on 31 January for those board members who would like to attend.

Regarding vacant VP positions, SG consulted a recruiting expert on how to go about looking for the board positions and shared these with the Board. After discussion it was decided that to follow a professional protocol that an official circular will be distributed to all known members by 20 December with a deadline for members to apply for the vacancies of 31 January; responses will be directed to US; this ensures a clean process and also allows board members to approach known candidates; it must be noted that the leadership of NFAs cannot apply as this creates a conflict of interest.

Regarding Young Member Network (YMN), SS reported that she worked with YMN team and submitted CSW68 parallel event application. Due to many YMs on holiday they skipped December conversation session,

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next session in January and already have four volunteers; through the consultation and conversation sessions, YMN showed interest in mentoring project; SS will work further on this and find out options with SDL; YMN online sign-up form needs tweaking so more targeted YMN sign up are received. Action Item: SDL and SS to meet to resolve qualifying questions for the YMN inquiry and add to online form.

AOB office business: 2023 Year at a Glance will release in January; Spanish-Speaking Culture Bridge project has been approached to translate; typically, GWI does not translate because there are too many different languages to accommodate and lack of staff but it project offers to do so then it will be accepted. Renewal letter for independent members is set to go out with a survey of their 2023 experience and engagement for 2024. She interviewed two new interns and will see if anything goes forward. The office is closed for the holiday from 22 December to 8 January.

SG reported that EduCom held a successful meeting, and they are pulling together excellent information for the Women's Museum Project.

Next meeting 22 January 2024, 5pm CET, Zoom
Minutes prepared by Stacy Dry Lara, GWI Executive Director

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