

Present (virtual): Theo van de Sande (Netherlands, Governing Board Chair); Henry Asor (Nigeria, Governing Board Vice Chair); Joseph Barnes (UNICEF); Sofia Herrstrom (Sida); Winnie Kamau (Association of Freelance Journalists); Leo Stolk (Oxfam Novib); Annelise Parr (UNDP / IATI Secretariat Coordinator); Wendy Thomas (Development Initiatives / IATI Technical Lead) (from 10.15 EST); Harpinder Collacott (Development Initiatives); Argjira Belegu-Shuku (UNOPS / IATI Secretariat); Anna Whitson (UNDP / IATI Secretariat, note-taker); Sander Hees (UNDP / IATI Secretariat, logistical support).

1. Opening Session

- The Chair opened the meeting by reviewing the agenda and confirming minutes from the Q4/2021 Board were accepted. He confirmed quorum and welcomed new faces, inviting introductions of those attending, including for the first time. He welcomed Harpinder Collacott, DI Executive Director who in turn announced some staffing changes within Development Initiatives. Carolyn Culey has stepped down from her role at DI and Harpinder who has many years of experience and knowledge of IATI will be the DI principal for the near future until Carolyn's position is filled. Three members of the IATI team at DI (two Business Analysts and the Senior Systems Architect) are leaving or have left and advertisement to recruit for these positions is underway. Temporary BA capacity has been hired and other DI developer backfill options are being explored.
- No additional risks were included in the risk register though existing risks were updated where actions have been taken. There was one addition to the conflict register by the Chair, highlighting the importance of ensuring that people who may have an interest in becoming a part of any future hosting arrangements for IATI should be precluded from the proposed negotiation panel on the Secretariat hosting bid. The Board agreed that sitting on the negotiation panel would bar an organisation from any future engagement in IATI hosting arrangements.

2. 2021 Closure

- The Secretariat provided an update on the closure of 2021 finances. 3.6 million USD were carried over to 2021 and income received was 2.8 million USD. Expenditure in 2021 was 2.2 million USD and cash position is 3.9 million USD, including the 600k USD contingency reserve. For 2022, the contingency reserve is increased to 1 million USD so 2.9 million USD is currently available for programming. The spending rate in 2021 was 80% of the revised budget and cash utilization of the Y9 income received was 90%.

- The Governing Board and Secretariat agreed that more timely preparation of the budget would allow for more in-depth analysis and conversation by the Board and better overall guidance and monitoring. They also agreed that there is a need for more results-based review of financial accounting (i.e. presenting the financial position alongside the results achieved, particularly at the outcome level). The Board and Secretariat reiterated their previous agreement from 2021 to undertake more frequent budget revisions, reflecting the need for flexibility while unexpected restrictions on planned activities may still arise as a result of COVID.

Action point

- *UNOPS to undertake small correction in the Board paper 2, Financial package - cover sheet and summary and indicate the 2021 column properly.*

3. 2022 Work Planning

- Following the presentation to the Governing Board and Members' Assembly of a high-level work plan in late 2021, the Secretariat undertook more detailed work planning in early 2022. An in-person meeting was not possible, but a hybrid virtual session was held, which was fruitful in enabling more detailed planning and underscored the need for increased joint work across Secretariat entities in 2022 given the interrelated nature of work plan areas and key expertise from each Consortium entity.
- Secretariat leads are continuing with a prioritisation exercise under the guidance of Board focal points on budget and work planning, to ensure coverage of all joint activities and enable the Secretariat to deliver fully on the approved 2022 work plan. Key joint projects under careful review include the methodology for the new data portal, UX design projects and website user experience changes.

4. 2021 Members' Assembly Follow-Up - Community Engagement

A community engagement paper was presented to the Board for discussion, responding to some of the issues and concerns raised by the members at the 2021 Members' Assembly (MA). The paper presents proposals for the IATI community and IATI governance structure to increase engagement across and amongst all segments of the IATI community.

Key proposals are to:

- Bridge the engagement gap by holding quarterly "Board Drop-In" sessions with IATI

members, to allow more regular engagement between members and the Board.

- Approved subject to discussion with the incoming new Board on a starting date.
- Hold regular “Intro to IATI” sessions (for new prospective members or others wishing to strengthen their engagement with IATI);
 - Approved.
- Consider establishing more permanent working groups on all three core components of IATI: data use, data quality and technical core, both with a view to increasing engagement of the IATI community/communities and for the provision of advice to the Board. For that purpose the Board proposed to develop a thought piece, including the first elements of a TORs for establishing such “institutionalized” Working Groups. The experience of the Data use Working Group, including the development of TORs, can inform the next steps in this work.
- Republish a clearly defined mandate and division of responsibilities / roles between Members, Governing Board, Community and Secretariat;
 - Approved.
- Launch an IATI Connect “Members-only” Group to post updates and information relevant to IATI membership, including past documents, and steward conversation amongst the membership;
 - This was approved subject to additional work to identify the clear purposes and proposed outcomes of the group before launching.
- The “IATI Connect Roadmap” was presented for Board information, outlining a way forward for the Connect platform which would include a feedback group of community members to be constituted on 13 April. There was a request from the Board to re-share the Terms of Reference of IATI Connect, and also to more clearly articulate the difference of purpose between the IATI website and Connect.
- A new member onboarding process has also been developed and was appreciated by the Board.

Action points

- The Secretariat will provide logistical support for the first Board Drop-In, to be held in Q2 or Q3.
- Develop a thought piece on whether “institutionalized” Working Groups on data use; data quality / publishing; and technical core would be appropriate. (Theo, Annelise)
- The Secretariat will develop further thinking on the objectives and desired outcomes of the proposed IATI Connect Members-only group.
- The Secretariat will republish / revise a clearly defined mandate and division of responsibilities / roles between Members, Governing Board, Community and

Secretariat.

- The Secretariat will re-share the Terms of Reference of IATI Connect with the Board; and more clearly articulate the difference of purpose between the IATI website and Connect.

5. Institutional Working Group

- The Board received an update on the progress made by the Institutional Working Group (IWG). ToRs for hosting arrangements have been finalized and shared with the IATI membership; and an invitation to bid has been shared with the current Consortium, with a proposal deadline of 9 April. The proposal for assessment of the bid is to constitute a panel, including two IWG members and three Board members, representing each constituency. The panel will assess the bid against the ToR, and host a discussion with the Consortium, to be followed by agreement amongst the panel on a recommendation to the Board and membership. This should be finalized by late April 2022.
- It was agreed that the Board members would brainstorm further candidates for the panel ensuring balance of gender, diversity and expertise as well as Board and broader membership; The Secretariat requested to be informed of any in-person meeting / travel needs for the panel as soon as possible.

Action point

- Board to inform the Secretariat of the logistic requirements for an in-person meeting as quickly as possible.

6. Planning for Transitional Governing Board Meeting

- The transitional Board meeting is proposed during the week of 25-29 April 2022 with optional locations either the Hague or New York (TBC), and confirmation of dates following upcoming elections and availability of new Board. The agenda for the transition meeting will depend somewhat on how much continuity there might be in the new Board. The Board agreed to contribute its ideas for the transition period / points for discussion for the new Board / do's and don'ts, to be presented during the transitional meeting, and that the Secretariat should establish a space / platform for crowdsourcing those ideas by the Board.
- The Board also heard an update on the recent IATI Governing Board nominations. One nomination was received in the provider group (UNICEF) leaving the second Provider seat available, and the nomination period had therefore been reopened for the second seat; three valid nominations were received for the partner country government grouping; and three valid nominations for the CSO grouping, with a fourth nomination found to be invalid; one nomination was received for the technical seat, with no contest.

Action point

- Secretariat to establish a shared space (Smartsheet? Miro?) to be used by the Board Board to share its suggestions for the incoming Board particularly during the transition period.

7. Closing

- In closing, the Chair acknowledged that this would be the last regular quarterly Board meeting in its current composition and under his leadership and thanked fellow Board members and Secretariat for interaction over the past two terms as a Board member.