

Accountable Now

Board of Trustees Meeting

26 February 2019

Minutes

Present

Brendan Gormley, (Chair) *(Non-Member)*
Caroline Harper, Sightsavers (Vice-Chair) *(Member)*
Bettie van Straaten, (Treasurer) *(Non-Member)*
Elie Gasagara, World Vision International *(Member)*
Perry Maddox, Restless Development *(Member)*
Rosa Inés Ospina, Rendir Cuentas *(Non-Member)*
Alex Sardar, CIVICUS *(Member)*

In attendance from the Secretariat

Rocío Moreno, Executive Director
Ezgi Akarsu, Programme Manager *(Minute taker)*

Apologies

Betty Su-Chiou Ho (spoke to Rocio on the phone)
Jose María Faura, Educo *(Member)*
Colm O’Cuanachain, Amnesty International *(Member)*
Janet Mawiyoo (personal reasons)

Welcome and agree on agenda (ACC 19/01)

- The Board approved the last [meeting’s minutes](#).
- Trustees reported on current issues in their various contexts. The concerns around a no-deal Brexit and the implications on DFID funding, the continued discussions on safeguarding and mismanagement, changes in leadership were key points of commonality.

ED’s Report

Rocio provided the Board an overview of the work and outcomes of the Secretariat from the last months.

- The Beyond 2018 Strategy is up and running. We started the year by reaching out to every member to assess needs and type of support.



- The Secretariat has started providing more support to members (i.e. reviewing policies, internal frameworks, etc). We are still trying to identify the best process so to document this so that other organisations can benefit.
- The Secretariat's number one priority is fundraising for the Global Standard given that funding is coming to an end in May. We are collaborating with the Centre in reaching out to Sida and are also seeking funds in parallel from other donors. This way we make sure to diversify our sources of income.

Agreed: The Board requested the Secretariat to assess institutional capacity to receive resources directly from a donor like Sida.

Membership update

- ChildFund International (US) has submitted their application – **approved by Board** Given the particular structure of ChildFund, the Secretariat is going to give an overview of Accountable Now and our reporting framework to the CEOs and programs team. This exercise will allow us to have clarity on what each organisation is doing and how they can make best use of our reporting framework to avoid duplication.
- Two organisations have decided to withdraw their membership: BRAC and IPPF
- At the last IRP meeting, the panel agreed that the Board should be made aware of members' complaints mechanisms given that a number of them are not doing as well as we would like. The Secretariat has set up a 100 Day Challenge Peer Advice Group to address some of these issues.

Agreed: The Secretariat will keep the Board updated and will revert in case assistance is needed with those members who are not compliant. The Secretariat needs to develop a statement of what happens when members mechanisms are not functioning and when they are not submitting their reports. The Secretariat will also develop a short document on what is required for complaints mechanisms (minimum requirements).

- In the past months, the Secretariat has received a couple of complaints on members. This situation has put in question the role of the Secretariat in addressing these issues.

Agreed: The Board asked the Secretariat to work on our policy on members complaints. It needs to be very clearly stated what is Accountable Now's role and differentiate ourselves from the role of the Charity Commission (i.e. safeguarding cases).

Financial and Legal Update

- The Finance & Risk Committee met in January where they discussed finances and risk register.
- The Secretariat presented final figures from 2018 where we closed the year with a deficit of 25,000 EUR.
- Our largest source of income continues to be membership fees. Programmatic funds are increasing as a percentage of our income. Staff and overhead costs continue to be our largest expenses.



Strategic Thinking

- The Secretariat presented a Conversion strategy, where communication plays a key role. We created a Members' annual package where we are also asking them to communicate about us. We are also looking to develop ties to members' communication people, not just our key contact.

In terms of expanding the membership, the Board suggested that social enterprises could be a good option and also that we could consider the possibility of having different types of memberships.

Agreed: The Board asked the Secretariat to look into social enterprises and other types of organisations to reach out to and expand the membership. The Secretariat will also look into and define what type of organisations do we want, values, and characteristics.

Reporting

- The Board confirmed **Chilufya as a new Panel member**
- **Secretariat will reword the IRP's Terms of Reference in regards to member's complaints and their role.**

Board of Trustees

- The Board acknowledged the results of the self-evaluation and **agreed on the qualifications and skills that will be prioritised in looking for new Trustees.**
- **Trustees agreed that to maintain the current composition of the Board we would look for one-member representative and two independent members.** Call for applications would be developed by the Secretariat and approved by the subcommittee currently responsible for searching for a Chair.

Any Other Business

- Trustees finished the meeting with a closed session without the Secretariat.

END