



STEERING COMMITTEE MINUTES

MEETING HELD ON 22 NOVEMBER 2005

Conference call:

Apologies; Introductions; Chairing and minutes; Matters arising; Agenda

1. Present: Richard Calland, Jennifer Kalafut, Issa Luna Pla, Toby McIntosh, Toby Mendel, Catherine Musuva, Magda Stoczkiewicz and Ilse Toerien
2. Apologies from Bruce Jenkins and Jeff Powell
3. RC chaired the meeting while CM and IT took minutes
4. Minutes of the last meeting (1 September 2005) confirmed and no matters arising

General Meeting Follow-up

5. RC began with a review of the Krakow action points. Many of the deadlines had not been adhered to and SC members were urged to fulfill their responsibilities.

Fundraising

6. JK requested feedback, in the form of concrete activities, on the outline funding proposal she had circulated by email. SC members are expected to provide a clear description of activities that they would like to undertake in the next 2-3 years by 30th November 2005. Unless exceptional and brilliant, the proposed activities should fall within the framework of the discussions at the General Meeting (as captured in the note drafted by IL, CM and Andrea).
7. TMe requested that the cousins be included in the process of developing the next funding proposal. He said that the immediate focus of the proposal should be process not structure.
8. RC and JK would take the lead in drafting the proposal. IL would assist with the problem statement and others will provide comments; in particular, those lead organizations that put forward specific project ideas for the future will be expected to assist in drafting the detail of those parts of the funding proposal.

9. TMc asked people to think about what will be going on in IFIs in the next 2-3 years and offered together with JK to provide a forecast.

Budgeting and finances

10. IT announced a saving of approximately USD \$16,000 from the GM. TMe said that he needed to prepare an updated cashflow and requested for a detailed report from the Secretariat.
11. TMe requested updated financial reports from all SC organizations by 30th November 2005, especially the lead organizations. These would allow him to provide an accurate figure of the amount of money still available. The SC agreed that once the amount was known (2nd December 2005), a telecon would be convened to discuss reallocation. Organisations could submit requests for reallocation of funds by the 9th December 2005 prior to the telecon scheduled for 12th December 2005, based on the principle of "necessity".

Charter

12. TMe reported that he had received consultation feedback from organizations via JK and JP and directly himself from the Manila consultation meeting.
13. In light of the few comments received, extending the current consultation period and/or redrafting the charter and having a final consultation were discussed. The unexpected response was attributed to lack of a consultation plan and the lack of education on the principles.
14. It was agreed that: TMe would circulate the comments received so far; JK and TMe would work on a principles' note and cover letter and send it to the groups they had consulted; Secretariat would also do this together with accompanying comments to elicit comments; and the consultation would be open until end January 2006.
15. Regarding the launch, JK mentioned two upcoming strategic opportunities: the WB Spring Meetings in April 2006 in DC and the ADB AGM in May 2006 in Hyderabad.
16. TMe said that it was still a good idea to have the launch in Delhi. JK said that BIC has an office in Delhi and would be willing to provide any support. TMe said that some documentation such as an exploratory note, IFI scorecard, some case studies would be needed for the event. The Secretariat would send out an email inviting ideas and informing people about the launch process agreed upon. There was a general feeling that the Charter be presented as a GTI document and a work in progress.

Updates on component parts

17. **Small Grants:** TMc reported that he had 3 proposals he was planning to recommend to the SC. CM reported that 1 proposal had been approved in the last quarter and 2 proposals had been received. Out of the 2, IDASA was recommending one, however both would be circulated to the SC for comment.

18. **Coordinated Advocacy:** MS thanked the SC for their EIB submissions. JK said that she had sent out a note with BIC's concerns on the IFC disclosure policy.
19. **Coordinated Requests:** CM said that progress had been slow but that all data has been sent to Tom (OSI) for analysis prior to report writing. RC said that the lessons from this project would be useful for elaborating the problem statement in the funding proposal.

Any other business

20. CM shared JP's comments on the website. TMc said that everyone needed to take responsibility for posting information and updating the site. JK agreed to post some information on the advocacy missions.
21. TMe felt that the GTI was not sharing enough information with the cousins and wondered how we can keep the kettle boiling after the GM. RC said that this would be included in the agenda for the next meeting.

Date of Next meeting:

22. 12th December 2005 (to discuss) reallocation of current funds. A date in the latter part of February 2006 will be chosen at this meeting for the next SC quarterly meeting.

23 November 2005