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**Minutes of Videoconference Meeting held on – 26 February 2018**

**Members Present**

1. Toby McIntosh (for part of the time)
2. Toby Mendel
3. Gilbert Sendugwa
4. Adam Foldes
5. Aleksander Kashumov
6. Laura van den Herrewegen

**Agenda**

1. Matters arising from previous minutes and adoption
2. Report from the Secretariat
3. Way Forward on SDG 16.10.2 Methodology and Reports
4. Matters that were highlighted during the last Steering Committee to be further discussed:
	1. Website
	2. social media strategy
	3. Update of list of member organizations – needs to be done before next election
5. Fundraising
	1. OGP
	2. Others
6. Scan of upcoming events where FOIAnet participation should be contemplated
7. AOB

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|  | Remarks | Action |
| Minute 1**Matters arising form and adoption of previous minutes** | * No comments were made
* Adam proposed, Gilbert seconded and minutes were approved as true record.
 | All to note  |
| Minute2**Report from the Secretariat** | * Metrics from the 1November 2017 until 31 January 2018 regarding the website and discussion list were shared. It was noted that there was a discrepancy between the number of pages visited under (1) – 1152 pages visited – and under (4) – 135,634 pages visited.
 | All to note; Laura to review the numbers. |
| Minute 3**Way Forward on SDG 16.10.2 Methodology and Reports** | * SDG methodology:

It was planned to have the methodology revised and updated by the end of February according to the last SC meeting on the 7/11. The Committee did not meet during this period but they will within the next month and then the methodology will be revised. | Toby Mendel take lead on this. |
| Minute 4**Matters that were highlighted during the last Steering Committee to be further discussed:*** 1. **Website**
	2. **social media strategy**
	3. **Update of list of member organizations – needs to be done before next election**
 | * Communication committee is formed by: Toby McIntosh, Sarah/Laura and Adam. The tasks are: to update the description of the website; push thematic discussions to the list (circulate potential thematic discussion that could take place); elaborate a social media strategy for FOIAnet (+ set Twitter schedule).
	+ - * + The communication committee also did not meet during this period but will now convene a meeting the last week of March.
 | Adam take lead on this |
| Minute 5**Fundraising*** 1. **OGP**
	2. **Others**
 | * Not much happened.
* A proposal was send to OAK Foundation. Need to follow up with them.
* OGP: Toby McIntosh contacted in December 2017 and they gave a clarification that they are looking at a different scope than the one of FOIAnet. However, Gilbert needs to send an email summarizing the situation so the SC can take a final decision.
* Toby asked whether the fundraising committee met and they did not have time. A meeting need to be planned for within next month.
 | Gilbert to take the leadGilbert to take the leadGilbert will take the lead on this. |
| Minute 6**Scan of upcoming events where FOIAnet participation should be contemplated** | * WPFD in Accra from 2- 3 May: UNESCO has invited proposals for topics. AFIC proposed a panel discussion on the SDG report. Toby Mendel and Gilbert planned to go to this event.
* International Anti-Corruption Conference (<https://iaccseries.org/agenda/call-for-workshops/>) in Copenhagen from the 22 to 24th of October 2018. We could propose a FOIAnet session and have a booth about FOIAnet. Adam might be going there. Aleksander Kashumov could go. Adam needs to send the information on how to apply.
* Next year, there will be a high level political dialogue at the UN in September 2019 in NY where the SDG and especially ATI will be discussed. We could apply FOIAnet methodology ahead of the report on this SDG.
* Edet and Gilbert are going to NY to meet the different delegation and have the recognition of the ATI day by the UNGA. Next meetings are during the week of the 26 March 2018. FOIAnet could engage respective permanent delegation and try to secure meetings with them. There will also be a follow up mission around June and September 2018 (dates still have to be set). Toby Me. noted that this sort of thing needed to be shared with FOIAnet on a regular basis and not just as SC meeting. Gilbert was asked to send an email to the SC with the dates and also to all the FOIAnet members about the event.
 | All to noteAll to note; Sasho will prepare some ideas for a panel and circulate to the listAll to noteAll to note+ Gilbert to send emails |
| Minute 7**AOB** | * End of September: end of a 4 year term so we need new election and we need to go through all the members and update the contact person.
* The first step will be to send out an email to all of the organizational contacts and see if they respond within a reasonable time (say 2 weeks). A list of those that do not needs to be kept, and then we need to share those with the SC to see if they can identify other contacts at those organizations.
 | Laura is taking lead on this. |