

RDA Council Meeting
Technical University of Berlin, Straße des 17. Juni 135, 10623 Berlin,
Germany
Tuesday 20 March 2018

Meeting Chair: Ross Wilkinson
Minutes & Agenda:

Attendees:

- | | |
|---|---|
| 1. Doris Wedlich | 10. Kevin Ashley (OAB) |
| 2. Edit Herczog | 11. Andrew Treloar (TAB) |
| 3. Kay Raseroka | |
| 4. Ross Wilkinson (Chair) | Remote Participation: |
| 5. Amy Nurnberger (OAB) | 12. Bernard Minster |
| 6. Hilary Hanahoe (Secretary General) | 13. Fran Berman |
| 7. Stefanie Kethers – Secretariat (notes) | |
| 8. Sandra Collins | Apologies: |
| 9. Michael Stanton | 14. Satoschi Sekiguchi |
| | 15. Francoise Genova (chairing concurrent
TAB meeting) |

Welcome - Ross

Appreciation for Doris, Michael & Satoshi (stepping down from Council)

Secretary General Work plan for next 12 months - HILARY

Hilary described her work plan and priorities. These were broadly accepted. There was some discussion about the nature of the secretariat as the new EU project commitments become clearer, and there was some concern expressed. The nature of the web platform was discussed, and the Council expressed a desire that the foundation had control over the key intellectual assets of the organization.

Decision: Develop risk register for RDA. Ross will ask for volunteers to do some pre-work on this.

Decision: Hilary to receive financial authorisation and be responsible for payments.

Decision: The prioritisation as suggested by Hilary in her work plan (division of effort across 6 pillars) is accepted.

Building Financial Sustainability - AMY

Amy presented the work of the financial sustainability group and outlined a number of proposed directions and options. These included: National contributions / Regional membership, Plenary registration, RDA Global swag, Industry booths, Industry sponsorships, Corporate social responsibility, Membership fees for organisations, and Projects naming RDA as a contributor.

Action Council: Provide feedback on the document by 28 March 2018.

Action Edit: Cost-benefit analysis for one idea.

Action Hilary: Cost-benefit analysis for others.

Managing the Growth of RDA - SANDRA

Sandra presented 2 pieces of work to be done after the London and Brussels meetings:

1. Governance document – update and add subcommittees
2. Managing growth – forward looking.

The governance document raised a number of issues to be resolved. This included discussion of whether OAB and TAB chairs should be full voting members of Council. The consensus was that Council is not a “representative body”, so should fully include TAB and OAB views in discussion and consensus forming, but not as formal voting members of Council. Thus there was no substantive change proposed to governance.



Governance document

Decision: Council has approved this document.

Action: Standard processes to follow, Secretariat to do what is necessary to finalize and publish the Governance document.

“Initial thoughts” document

This document was presented and discussed but was still in early stages.

Action: Andrew to make sure that all Council members and observers have access to the initial thoughts growth management document.

Engaging with Regions - ROSS

There is a draft description of what the form of a regional engagement would be. Regions have to have a more formal role in RDA. The meeting on Friday is trying to work out what a regional advisory group would look like, with the outcome to be a task force with a document on a regional assembly, then have an open meeting for regions in Botswana. Like the Organisational Assembly, we assume that there will be co-chairs, maybe a board, and that the co-chairs would sit on Council. Council expressed strong enthusiasm for this approach.

There were no consequential actions / decisions.

Improving the value of RDA - EDIT

Edit provided a description of the work on improving the value of RDA and noted that the value is very different for different stakeholders. She presented an analytic method to help further articulate value.

Action all: Provide back commentary to the group, by commenting into the document.

Code of Conduct – HILARY

A draft code of conduct was presented and discussed. There was broad support for the code, but it was noted there was still work to be done on the procedures necessary to use the code of conduct.

Decision: Agreement on the current policy wording

Decision: Agreed wording on next steps: We are now working on the implementation of the policy, starting with the processes.

Final Agenda

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Agenda:

TIMING	TOPIC	Chair
12:30 – 12:45	Welcome	Ross
	<i>Approve minutes from Brussels meeting</i>	
	<i>Appreciation for Doris, Michael & Satoshi</i>	
12:45 – 14:00	Secretary General Work plan for next 12 months	Hilary
	<i>Presentation of annual workplan, priorities and challenges with interactive discussion from Council</i>	
14:00 – 14:30	Building Financial Sustainability	Amy
	<i>Status, Progress and next steps</i>	
14:30 – 14:50	Managing the Growth of RDA	Sandra
	<i>Governance Document status – any open issues?</i>	
	<i>Proposal on next steps based on discussions in Brussels</i>	
14:50 – 15:10	Engaging with Regions	Ross
	<i>Summary of status and next steps</i>	
15:10 – 15:40	Improving the value of RDA	Edit
	<i>Brainstorming on open issues</i>	
15:40 – 16:00	Common Subcommittee discussion	Ross
	<i>Coherent terminology, next steps and priorities for June and October. Overview of presentation to members on Thursday during RDA Business session</i>	
16:00 – 16:15	Code of Conduct	Hilary
	<i>Status & proposed Secretariat Implementation time line</i>	
16:15 – 16:30	Council Face to face meeting – June 4-5 Troy, US	Fran
	<i>Discussion of items for inclusion on agenda</i>	
16:30	Adjourn	