

<b>Date:</b>	<b>5<sup>th</sup> April 2017</b>	<b>Place: MS</b>
	<b>Draft Board Meeting Minutes</b>	
<b>Present</b>	<p><b>From the Board:</b> Anders Hamming (AH) (Chairman of the Finance and Audit Committee), Andreas Dybkjær-Andersson (ADA) (Vice Chairman), David Archer(DA) (agenda 3), Gunver Bennekou(GB), Helle Munk Ravnborg (HMR), (Chairwomen), Jens Elsig (JE), Nana Gerstrøm Alsted (NGA), Sine Jensen (SJ) (institutional member), Ole Anand (OA) (agenda 1-5) and Trine Pertou Mach (TPM) (agenda 1-3).</p> <p><b>Others:</b> Adam Moe Fejerskov (AMF) (alternate) (agenda 1-5), Maja Louise Sørensen (MLS) (PR), Henrik Hagemann (HH) (agenda 1-5) (PR), Steen Folke (SF) (agenda 3), Nadja Manghesi (NM) (agenda 3), Niels Johan Juhl-Nielsen (agenda 3) and Ole Bang (agenda 3)</p> <p><b>From the Secretariat:</b> Tim Whyte (TRW), Jakob Kirkeman Boesen (JKB) (agenda 3-6) (ag, Kirsten, Devantier (KID), Vibeke Vinther (VVI) (agenda 1-5), Malene Wilken (MW), Helene Bach (HB) (agenda 4) and Birgit Møller Jensen (BMJ)</p>	
<b>Absent</b>	Lea Simonsen (LS), Søren Bøllingtoft Knudsen (SBK) (institutional member), Tea Balle Fromholt Hansen(TFH), Birgitte Rhode (BR) (alternate) and Kirsten Bruun (alternate-institutional member) (KB).	
	Minute –Taker: Birgit Møller Jensen The meeting was conducted in English (agenda 3) and Danish	

<b>Agenda</b>	
<b>01.</b>	<b>Welcome and approval of the agenda</b>
<b>02.</b>	<b>Approval of minutes and matters arising from the last Board Meeting</b>
<b>03.</b>	<b>AADK Draft Strategy</b>
<b>04.</b>	<b>Draft Annual Report 2016</b>
<b>05.</b>	<b>Parliamentary Audit Report to the Council</b>
<b>06.</b>	<b>Draft Report on Rolling Political Plan 2016 – 2017</b>
<b>07.</b>	<b>Draft Rolling Political Plan 2017 – 2018</b>
<b>08.</b>	<b>Council Meeting 2017</b>
<b>09.</b>	<b>Financial support during study trips</b>
<b>10.</b>	<b>Information</b>
<b>11.</b>	<b>Any other business</b>

01.	<p><b>Welcome and approval of the agenda</b></p>
	<p>HMR welcomed Malene Wilken, who is the new Executive Assistant in AADK to the Board. Malene will, among other tasks serve as the governance focal point supporting the Board and the Council.</p> <p>The agenda was approved without further comments.</p>
02.	<p><b>Approval of minutes and matters arising from the last Board Meeting</b></p>
	<p>The minutes from the board meeting on 8<sup>th</sup> February were approved with the amendments made. The new version will replace the current version on <a href="http://www.ms.dk">www.ms.dk</a>.</p> <p>The minutes from the board meeting on 10<sup>th</sup> March were approved without any comments.</p>
03.	<p><b>AADK Draft Strategy</b></p>
	<p><u>Background:</u></p> <p>The Board had prior to the meeting received draft 1 of the new AADK strategy 2018 – 2023. The strategy had simultaneously been sent to the strategy group, the entire Council and all staff members for comments. Some had forwarded written comments, which were forwarded to the Board prior to the meeting and others participated in the meeting.</p> <p>HMR gave initially a brief introduction to the draft and the comments received where after board members and others were invited to comment.</p> <p>Based on the comments, HMR proposed to concentrate the discussions on the following:</p> <ul style="list-style-type: none"> <li>– The youth focus</li> <li>– Gender</li> <li>– Sustainability</li> </ul> <p><b>During the discussion on youth the following issues were stressed:</b></p> <ul style="list-style-type: none"> <li>– In recognition of the historically large generation of young people globally and of the huge potential as agents of change (of all sorts) which young men and women possess, AADK should adopt a strong, but not an exclusive, focus on young men and women. Adopting a strong focus on young men and women does not imply limiting our agenda to youth politics. AADK already has experience working with youth – through Activista, at the platforms and in Global Contact. An experience we can use to strengthen the youth focus across the entire federation.</li> <li>– It is important to remember that our work with young women and men is more than an instrument to reach our goals. Young people are active players and have their own agendas that must be recognized and addressed through our cooperation with them.</li> <li>– The strategy must strike the balance between on one hand being a youth focused organisation and on the other hand being an association where there is room for all who share and want to contribute to further our vision and mission.</li> <li>– It is important to remember that not all young people share our vision just because they are young. We want to engage with young people, who want to change the world to be a better place to live – to change the structural causes to marginalisation and poverty.</li> </ul> <p><b>After the discussion on gender HMR concluded:</b></p> <ul style="list-style-type: none"> <li>– It is important to talk about young men and women instead of youth</li> <li>– We must present a genuinely felt embracement of our feminist perspective and flash that out a bit more.</li> </ul> <p><b>After the discussion on sustainability HMR concluded:</b></p> <ul style="list-style-type: none"> <li>– The AADK objective from the statutes has not changed. It is still:  <i>“Through a process of cooperation across national and cultural boundaries, ActionAid Denmark (AADK) seeks to achieve further understanding and solidarity between people in order to contribute to sustainable global development and a fair distribution of the world’s resources.”</i></li> <li>– Sustainability (in its three dimensions – social, economic and environmental) is not limited to one specific goal in the strategy. This should be made more clear already in the first paragraphs.</li> </ul>

	<p>– When we talk about economy (bæredygtig og retfærdig økonomi), we talk about economic activities, i.e. productive activities in our societies, which are activities that produces a whole lot of problems in the world, at both local, national and global scale – in terms of climate change, concentration of wealth, contamination of water etc. in a very unfair and thus unsustainable way. Therefore, economy is not just about money but it is about economic activities, about alternative ways of organising economic activities in our societies. This is the spirit, which should be communicated more clearly in the strategy.</p> <p>HMR finally acknowledged that it has not been possible to address all issues during this discussion and she therefore invited everybody to forward other issues of concern to the writing group now. Written comments received, as well as the summary of comments made prior to and during the meeting is available at <a href="https://ms.dk/strategi">ms.dk/strategi</a>.</p> <p><u>The way forward:</u> The writing group will now prepare a new draft. <b>This draft will be forwarded to the Board for their final approval so that it is the Board that presents the draft, which will be forwarded to the Council on 21<sup>st</sup> April.</b></p>
<b>04.</b>	<b>Draft Annual Report 2016</b>
	<p><u>Background:</u> Each year, the secretariat produces a report on the implementation of the strategy during the calendar year in question for the possible approval by the Council.</p> <p>To ensure the alignment of the annual report with the expectations of the Board, two board members, ADA and GB have been engaged in the process (approving the overall structure of the report, commented on first draft of some of the chapters etc.) before the current draft was forwarded to the Board.</p> <p>Board members expressed their satisfaction with the report and mentioned only few areas, which need to be considered, before it is finalised.</p> <p><u>The way forward:</u> <b>The Secretariat will now finalise the Annual Report 2016 and forward it to the Council.</b></p>
<b>05.</b>	<b>Parliamentary Audit Report to the Council</b>
	<p><u>Background:</u> It is the responsibility of the Parliamentary Audit (PA) to present a report to the Council every year and it is laid down in the Governance Manual that PA should discuss a draft report with the Board before it is finalised.</p> <p>MLS presented the draft report and draw the attention of the Board to the fact that it has been difficult for the PA to decide on areas to consider – except following the strategy process – when members of PA are relatively new and don't know exactly where to find different information. The PA therefore considered a possible proposal to change the constitution to enable the enlargement of the PA.</p> <p>The Board discussed the draft, and <b>in her summing-up on this discussion HMR concluded</b> that the Board understands the situation of PA and acknowledges that it is not the Board to decide, whether PA shall present a proposal to change the constitution, but the Board asked PA to consider this question, because it is expected that we will need time at the council meeting to discuss and approve the strategy. The draft annual plan 2017 – 2018 includes a paragraph on development of the association, which might lead to a need to amend the constitution, and therefore the amendments with respect to the composition and work of PA could be included here. HMR also mentioned that the Board next year will prepare a schematic presentation of the annual cycle for the board work, which hopefully will ease both the work of PA and the understanding of board members. She finally mentioned that BMJ has offered to be a liaison person for PA during the coming year, if PA wants so.</p> <p><u>The way forward:</u></p>

		<b>PA will now finalise their report so that it will be forwarded to the Council on 21<sup>st</sup> April.</b>
<b>06.</b>		<b>Draft Report on Rolling Political Plan 2016 – 2017</b>
		<p><u>Background:</u> The Council adopted a rolling political plan for the coming year during the Council Meeting in 2016, indicating the priorities for the Board. It is then the responsibility of the Board to report to the Council on how it has responded to the priorities set by the Council.</p> <p>The chairmanship had prepared a draft report, which board members were invited to comment on.</p> <p><b>In her summing-up on this discussion HMR concluded</b> that there is room for more reflections in the report. Areas which need more descriptions are:</p> <ul style="list-style-type: none"> <li>– The role AADK played in formulating the ActionAid International strategy (NGA will make a paragraph on this).</li> <li>– The Board shall indicate that we have not reached as far as we would have wanted regarding voluntariness in AADK, but the Board study trip to Italy had given inspiration to this work e.g. how to work in more geographical areas and to involve volunteers in the work of the association and that this should be more clearly reflected in the report.</li> <li>– The Board shall also reflect on the process, which has led to the formulation of a draft of the new strategy to be presented to the Council.</li> </ul> <p><u>The way forward:</u> <b>The Chairmanship will now finalise the report on the rolling political plan 2016 – 2017 and forward it to all board members for their final approval, before it is forwarded to the Council on 21st April 2017.</b></p>
<b>07.</b>		<b>Draft Rolling Political Plan 2017 – 2018</b>
		<p><u>Background:</u> The Board presents each year a draft rolling political plan to the Council for their approval. The AADK statutes describes the role of the Board, and the Rolling Political Plan indicates, where the priorities of the Board shall be the coming year. The draft shall be forwarded to the Council together with the call, 4 weeks prior to the Council Meeting to enable council members to present proposals for changes and/or amendments to the plan, before it is finally approved.</p> <p>Board members discussed a proposal on a draft political plan and <b>in her summing-up on this discussion HMR concluded</b> that it is important to illustrate – also graphically – that the two first paragraphs describe the overall responsibilities of the Board, which are there every year.</p> <p>Board members further expressed the need to include a task on our commitment to participate in the further development of the entire federation ActionAid International and a final proposal was to try to combine/condense the paragraph on tasks relating to volunteers. Some of the recommendations from the report ‘AADK volunteer programme – Analysis and Recommendations from DeltagerDanmark’ could be included here.</p> <p><u>The way forward:</u> <b>The Chairmanship will now finalise the draft rolling political plan 2017 – 2018 and forward it to all board members for their final approval, before it is forwarded to the Council on 21<sup>st</sup> April 2017.</b></p>
<b>08.</b>		<b>Council Meeting 2017</b>

	<p><u>Background:</u></p> <p>The Board had received a proposal for the Council Meeting programme prepared by a working group, where the members during last years have expressed that they were prepared to participate in the planning of the 2017 Council meeting. The Board has earlier expressed to the working group that the two major agenda items – besides the ordinary agenda, which is laid down in the constitution – should be the new AADK strategy 2018 – 2023 and a focus on how AADK cooperates with other AA countries in the global South.</p> <p>The working group had asked the Board to reflect on a few questions like:</p> <ol style="list-style-type: none"> <li>1. Does the Board agree to the proposed objectives for the different items on the agenda?</li> <li>2. Does the Board agree to the proposed process for the agenda on the new strategy?</li> <li>3. Does the Board agree to proposed content on the agenda on AADK cooperation with other ActionAid countries in the South?</li> <li>4. Does the Board agree to the proposed division of time on the agenda on the year to come?</li> <li>5. Does the Board agree to the overall time frame, e.g. is there sufficient time to discuss the strategy and the cooperation with other AADK countries?</li> </ol> <p><b>In her summing up HMR concluded</b> that the Board approves the overall timeframe for the Council Meeting and the proposed objectives for the different items on the agenda.</p> <p>The Board stressed that it is important that the <b>session on AADK cooperation with other ActionAid countries</b> should include some hands-on activities illustrating the interaction with AADK. The Board welcomed the idea of inviting e.g. a trainer from a Global Platform to tell about ongoing activities at the platform. Other presentations can be video clips from other ActionAid countries and input from AADK staff members. Board members finally mentioned that some examples on how AADK supports youth activities would be a good idea to support the focus on young men and women in the new strategy.</p> <p>The Board also <b>approved the proposed timeframe and process on the presentation, discussion and final approval of the new strategy</b>. Board members stressed that it is important to think of different methods of communication, when presenting the draft strategy and it is important to secure enough time to discuss and air critical as well as positive views on the draft strategy. It is fine to have table discussions, but it is important to have time enough for the plenary discussions. The establishment of writing workshops Saturday before the dinner, where welcomed by the Board.</p> <p><u>The way forward:</u></p> <p><b>The working group will now develop the programme further based on the input from the Board.</b></p> <p>The Council meeting 2017 will be on the agenda for the board meeting in May, where the Board e.g. shall propose members to the editorial group, which shall prepare the agenda on the approval of the strategy and AOB related to the Council Meeting.</p> <p><b>Council Meeting Programme is enclosure 1.</b></p>
09.	<p><b>Financial support during study trips</b></p>
	<p><u>Background:</u></p> <p>Board members had during the study trip to Italy experienced that there were no clear rules regarding food expenditures. The Secretariat had therefore presented a proposal on an amendment to chapter 14 (AADK Governance Manual) on <b>how AADK provides financial support to its governance work</b>.</p> <p><b>Decision:</b></p> <p>The Board decided to add the following paragraph to chapter 14, AADK Governance Manual:</p> <p><b>AADK STUDY TOURS– IN DENMARK OR ABROAD</b></p> <p>AADK:</p> <p>– covers travel expenses, including flight, train, bus and taxi, if necessary.</p>

	<p>– <i>Provides food and lodging during the study tour.</i>  <i>If food is not provided, expenses will be reimbursed on presentation of receipts.</i>  <i>An AADK governance study tour has a clear purpose and programme, which have been approved by the AADK Board.</i></p> <p><u>The way forward:</u>  <b>The Board further authorised the Secretariat to add a paragraph on other trips undertaken by board members, where AADK will cover the same expenditures as for board members on study tours.</b>  <b>The rules will take effect from 5<sup>th</sup> April 2017.</b></p>
<b>10.</b>	<b>Information</b>
	<p>The Board had received the following reports prior to the meeting:</p> <p><b>1. Youth Leading the World 2030: A Review of Danida's Youth-Related Engagements</b>  In January 2017, a new strategy for Denmark's development cooperation and humanitarian aid 'World in 2030' was adopted. Young people are a central focus of this new strategy. To ensure that the focus has a strong start, the Ministry of Foreign Affairs had asked the organization 'Restless Development' (<a href="http://restlessdevelopment.org/">http://restlessdevelopment.org/</a>) to review Danida programming, systems and policies to evaluate and make recommendations in relation to ensure that young people are a central part of the implementation of the new strategy. AADK youth-related activities are mentioned in the report, and we have made great efforts to share our approach with Restless Development, which has also seen some of our work in Kenya and Uganda. The report mentions, among others, the Global Platform as a "promising practices", and stresses that the Global Platform has played a vital role in cultivating young people's skills in relation. Organization and campaign.</p> <p><b>2. AADK volunteer programme – Analysis and Recommendations from DeltagerDanmark</b>  The Board welcomed the programme and suggested that some of the recommendations should be included in the paragraph on volunteers in the draft rolling political plan 2017 – 2018 to the Council.</p> <p><b>Council Election 2017</b>  The result of the Council Election 2017 was presented during the meeting. The Board will receive a more comprehensive report on the election during the coming board meeting, but it was noted that all council members, who stood for re-election, were re-elected and on top of that 35 new council members were elected.</p>
<b>11.</b>	<b>Any other business</b>
	<p>KD informed the Board that HR had made a small summery on the status on diversity in the AADK. Although it is difficult to mention specific numbers, because there are many things that, by law, may not be registered, it may be mentioned that we know that AADK has more employees with different religious backgrounds, ethnic (not Western) backgrounds and sexual orientations.</p> <p>HR is already engaged in collaboration with "the volunteer diversity working group". The plan is to intensify the work on diversity in the coming strategy period.</p>

The meeting closed at 21.00		
Enclosures	01	Council Meeting 2017 - Programme

<b>Lørdag den 20. maj 2017</b>		
<b>Tid</b>	<b>Aktivitet</b>	<b>Målsætning</b>
<b>09.00 - 09.30</b>	<b>Registrering og udlevering af mødematerialer</b>	
<b>09.30 - 10.00</b>	<b>VELKOMST OG ÅBNING AF RÅDSMØDET</b> <ul style="list-style-type: none"> <li>Intro til rammerne for Rådsmøde 2017</li> <li>Formaliteter i henhold til Foreningens vedtægter</li> </ul>	At skabe ejerskab blandt Rådets medlemmer til hvordan Rådsmødet 2017 skal gennemføres.
<b>10.00 – 12.30</b>	<b>ÅRET DER ER GÅET</b> Med udgangspunkt i forkvindens mundtlige beretning, en kort mundtlig introduktion til årsregnskabet for 2016, rapport fra Parlamentarisk Revision og en række skriftlige beretninger på specifikke aktiviteter skal Rådet diskutere, hvordan det forløbne år i Mellempfolkeligt Samvirke er gået og definere, hvilke udfordringer foreningen står overfor i det kommende år.  Punktet afsluttes med at Rådet formelt tager stilling til de dokumenter, som det i flg. vedtægterne skal godkende.	At give rådsmedlemmerne viden om, indsigt i samt baggrund for at diskutere, hvad Mellempfolkeligt Samvirke har lavet i 2016.  Dette kan danne baggrund for at rådsmedlemmer kan udarbejde eventuelle ændringsforslag til den rullende politiske plan 2017-2018.
<b>12.30 – 13.30</b>	<b>Frokost</b>	
<b>13.30 – 16.15</b>	<b>MELLEMPFOLKELIGT SAMVIRKES STRATEGI</b> Med udgangspunkt i en introduktion til udkast til ny strategi for Mellempfolkeligt Samvirke o gen beskrivelse af den proces, der har ført op til udkastet skal Rådet diskutere udkast til den kommende strategi	At give rådsmedlemmerne indsigt i og forståelse for den kommende strategi og dens sammenhæng med den internationale strategi som skal danne grundlag for at Rådet kan vedtage en ny strategi.  Dette kan danne baggrund for at rådsmedlemmer kan udarbejde eventuelle ændringsforslag til strategien.
<b>16.15 – 16.45</b>	<b>UDKAST TIL DEN RULLENDE POLITISKE PLAN 2017-2018</b> Bestyrelsen giver en kort introduktion til udkast til den rullende politiske plan 2017-2018, som er fremsendt til Rådet.  Den egentlige drøftelse og behandling af planen finder sted søndag formiddag.	At give rådsmedlemmerne indsigt i Bestyrelsens overvejelser for det kommende års arbejde inden de stiller eventuelle ændringsforslag til planen.
<b>16.45 – 17.00</b>	<b>Pause</b>	
<b>17.00 – 18.30</b>	<b>HVORDAN SAMARBEJDER MELLEMPFOLKELIGT SAMVIRKE MED ANDRE ACTIONAID LANDE?</b>	At give rådsmedlemmerne indblik i, hvordan Mellempfolkeligt Samvirke samarbejder med ActionAid lande i det globale Syd.
<b>18.30 – 19.30</b>	Mulighed for at udarbejde ændringsforslag til strategien, den rullende plan 2017 – 2018 og evt. andre forslag.	At skabe et rum, hvor rådsmedlemmerne har mulighed for at omsætte dagens diskussioner i konkrete ændringsforslag.
<b>19.30</b>	<b>Afleveringsfrist for ændringsforslag til MS strategi, den rullende politiske plan 2017 – 2018 og evt. andre forslag</b>	
<b>19.30 –</b>	<b>Middag</b>	

SØNDAG DEN 21. MAJ 2017 <sup>1</sup>		
Tid:	Aktivitet	Målsætning
08.00 – 09.00	<b>Morgenmad</b>	
09.00 – 11.30	<b>ÅRET DER KOMMER</b> <ul style="list-style-type: none"> <li>Budget 2017 – 2019. Præsentation og diskussion.</li> <li>Ny strategi og den rullende politiske plan 2017 – 2018. Diskussion og vedtagelse.</li> </ul>	At give rådsmedlemmerne: <ul style="list-style-type: none"> <li>Mulighed for at diskutere foreningens økonomi fremadrettet</li> <li>Ejerskab til de kommende års prioriteringer</li> </ul>
11.00	<b>Sidste frist for opstilling af kandidater til Bestyrelse og Parlamentarisk Revision</b>	
11.30 – 11.45	<b>Pause</b>	
11.45 – 12.15	<b>Indkomne forslag</b> Diskussion og vedtagelse	
12.15 – 12.45	Præsentation af kandidater til Bestyrelse og Parlamentarisk Revision	At give rådsmedlemmerne viden om de opstillede kandidater og deres baggrund.
12.45 – 13.00	<b>Valg til Bestyrelse og Parlamentarisk Revision</b>	
13.00 – 14.30	<b>Frokost</b>	
14.30 – 14.40	<b>Valg af statsautoriseret revisor</b>	
14.40 – 14.50	<b>Præsentation af:</b> <ul style="list-style-type: none"> <li>Ny Bestyrelse</li> <li>Parlamentarisk Revision</li> <li>Kontaktgruppens medlemmer</li> </ul>	
14.50 – 15.00	<b>Eventuelt</b>	
15.00	<b>Farvel og tak for denne gang</b>	

<sup>1</sup> hvis der kommer forslag til vedtægtsændringer, skal der findes plads til dem i søndagens program



**Dagsorden for det ordinære rådsmøde**

- 1. Velkomst og åbning af Rådsmødet**
  - a. Valg af dirigenter
  - b. Godkende dagsorden, tidsrammer og forretningsorden for rådsmødet, valg af stemmetællere og redaktionsudvalg
- 2. Året der er gået:**
  - a. Forkvindens mundtlige beretning
  - b. Årsregnskab 2016
  - c. Rapport fra Parlamentarisk Revision
  - d. Bestyrelsens rapport om den rullende politiske plan 2016 - 2017
  - e. MS' Årsrapport 2016, inkl. rapport fra Kontaktgruppen
- 3. Strategi**
- 4. Det kommende år:**
  - a. Budget 2016 – 2018
  - b. Strategi
  - c. Den rullende politiske plan 2017 - 2018
- 5. Indkomne forslag**
- 6. Valg til bestyrelse og parlamentarisk revision**
- 7. Valg af statsautoriseret revisor**
- 8. Præsentation af:**
  - a. Bestyrelse
  - b. Parlamentarisk revision
  - c. Kontaktgruppens medlemmer
- 9. Eventuelt**
- 10. Afslutning**