



International Organization for Cooperation in Evaluation..... Building Networks

**Annual General Meeting
Tuesday May 19, 2020 9:00 am EDT
Agenda**

- 1. Housekeeping**
- 2. Welcome**
- 3. Approval of Recording Secretary**
Motion: To accept Lynn Burgess as the Recording Secretary
- 4. Approval of the Agenda**
Motion: To approve the Agenda as presented
- 5. Approval of the AGM Minutes from June 18, 2019**
Motion: To approve the AGM minutes from June 18, 2019
- 6. Presentation of Slate of Officers**
- 7. Presentation of 2019 Annual Report**
- 8. Presentation of IOCE Financial Report by IOCE Treasurer**
Approval of 2020 IOCE Core budget
Approval of 2019 audit
Approval of 2020 auditing firm
- 9. Strategic Planning Process**
- 10. 2020 Work Plan**
- 11. VOPE Member Questions**
- 12. Adjournment**



International Organization for Cooperation in Evaluation..... Building Networks

Annual General Meeting - Draft Minutes

Tuesday June 18, 2019 via webinar

Board Members Present	
Adeline Sibanda	President
Ziad Moussa	Past President
Benoit Gauthier	Vice President & RFE representative
Weronika Felcis	Secretary & EES representative
Harry Cummings	Treasurer and CES representative
Silvia Salinas	ReLAC representative
Cindy Clapp-Wincek	AEA Representative
Augustin Ngendakuriyo	AfREA representative
Mohammed Qaryouti	EvalMena representative
Gana Pati Ojha	CoE SA representative
VOPE Members Present	
Ailhyn Bolanos	
Alberto Lopez	
Ahmed Aliyu Aminu	
Asela Kalubampitiya	
Diana Davis Smith	
Susan Branker Greene	
Valerie Gordon	
Rijad Kovac	
Dr. Uzodinma Adirieje	
Florence Etta	
Jim Rugh	
Kassem El Saddik	
Marie Gervais	
Matodzi Amisi	
Monika Niziolek	
Susan Staggs	

Lynn Burgess explained the process of voting by members by way of show of hands and confirmed quorum.

1. Welcome

In Adeline Sibanda's absence, Benoit Gauthier acted in the role of Chair and welcomed everyone to annual general meeting.

2. Approval of Recording Secretary

Moved by Weronika Felcis, seconded by Mohammed Qaryouti that Lynn Burgess be accepted as the recording secretary.

Motion carried.

Florence Etta asked if “Any Other Business” could be added to the end of the agenda; this was agreed to.

3. Approval of the 2018 AGM Minutes

Moved by Cindy Clapp Wincek, seconded by Weronika Felcis, that the minutes of the 2018 AGM be approved as presented.

Motion carried.

4. Overview of 2018 Annual Report

Benoit Gauthier presented an overview of the 2018 Annual Report highlighting the year’s initiatives.

Florence Etta asked if more information can be shared about grants and activities with VOPEs throughout the year and suggested that IOCE board members should report back to their regional VOPEs of IOCE events and initiatives.

5. Presentation of IOCE Financial Report by IOCE Treasurer

Harry Cummings presented the core budget for 2019 indicating revenue from memberships and expenses from various administrative services, legal fees and insurance.

Moved by Harry Cummings, seconded by Dr. Uzodinma Adirieje that the 2019 core budget for IOCE be accepted as presented.

Motion carried.

Moved by Harry Cummings, seconded by Diana Davis Smith that the 2018 audit be approved as presented.

Two abstentions

Motion carried.

Moved by Harry Cummings, seconded by Valerie Gordon to award the contract of auditing services Peter Hogg and Associates for the 2019 audit.

One abstention.

Motion carried.

6. Strategic Planning Process

Weronika Felcis reported that the currently strategy is being refined to put it in more clear terms and add the rationale of what IOCE wants to achieve. Weronika thanked the working group of Gana Pati Ojha, Romeo Santos, Debbie Goodwin and Silvia Salinas for their participation in the revisions to the plan. The strategic plan needs to start from a new theory of change, which has been started to be developed by Siliva and Weronika which will be sent to the board for input. Weronika stated that the methods and approach has not changed much but the way it is being presented has changed substantially aligning more with the theory of change.

Florence Etta asked how members can get involved and engaged in the strategic planning process. Weronika Felcis responded by stating that this was an important question; currently, the theory of change will be sent to the board of directors for comments and then the document will be sent to the regional networks for comments and input.

Harry stated that the theory of change is a great place to be, it deserves a narrative and text that explains how relationships happen to make it complete. Weronika agreed and this was being considered in the round of edits taking place.

7. Any Other Business

Jim Rugh asked if the AGM can be held earlier in the year; June seemed late. Lynn Burgess responded by saying that the AGM cannot happen until the audit is complete and shared with members.

Diana Davis Smith asked when VOPE representatives are elected to the IOCE board. Benoit Gauthier responded by saying that it is up to the VOPEs to let IOCE know when a newly named representative is elected.

Dr. Uzodinma Adirieje asked how national VOPEs can get access to grants. Benoit Gauthier stated that IOCE actually does not have any grants, but rather, they are offered by EvalPartners through various P2P and Innovation Challenge offerings approved by the funder.

Dr. Uzodinma Adirieje asked if the minutes of this AGM could be circulated soon after the meeting. Lynn Burgess responded by stating that the draft minutes can be circulated and the recording to the webinar will also be shared with VOPE members immediately following the meeting.

8. Adjournment

Moved by Matodzi Amisi to adjourn.

Benoit thanked everyone for attending the AGM.