Steering Committee Meeting 14 February 2013

Present at the Meeting: Toby, Andrea, Gergana, Eduardo, Lydia and Alicia (Shushan Said and Codru were not able to attend).

1. **Website work:**
   a. There was a consensus about the need to update the Joomla version of Joomla (the Content Management System that we use for the website).
   These are main tasks identified:
   ⇨ Select the website sections and information that we wish to maintain in the new website. (Lydia will send an e-mail and follow up with Andrea)
   ⇨ Move the content of the website to the new version of Joomla (AIE web technician)

   Andrea, Lydia and Eduardo will discuss this separately by e-mail. Everybody who is interested can join this discussion.

   b. Change in look?
   It was agreed that Andrea and Lydia would discuss (with any others interested) some simple improvements to the look of the website.

2. **World Advocacy Update Launch**
   Update: This is now with Toby who is editing a pre-final version. It is estimated that the document will be ready in several weeks due to the time needed for final editing and layout.
   Launch: It hasn't yet been decided on what date to launch the document. There was agreement that there should be a strategy for the launch of the document that should include the involvement of the regional organizations that wrote the various sections of the document.

3. **ICs meeting (potential face-to-face?)**
   There was a consensus about the need to have a face-to-face meeting, especially to discuss the vision and activities of the FOIAnet going forward. It was agreed that the meeting should coincide with one of the events at which many civil society organizations will also be present.

   The possible opportunities for the meeting:

⇨ September, 19-20, at the Information Commissioners meeting (Gergana is planning to go), Andrea could host the meeting in Transparency International Offices.

⇨ 30 October- 1 November at the London OGP meeting. It is expected that many FOIAnet members will be at this meeting.

4. Fundraising

a. Ideas beyond OSI:

⇨ Eduardo suggests approach the Hewlett Foundation and/or to try to investigate funding opportunities related to the OGP.

⇨ Toby suggested exploring ideas at upcoming events.

⇨ There is an initial fundraising Committee formed by Toby and Lydia. Everybody who is interested can join this Committee.

b. Other activities: events, publications, materials, etc.
Eduardo notes that, during the last 2-3 years, the FOI environment has changed. There are more communities sharing knowledge on FOI, so he points out the need to move forward and provide more services.

Ideas were exchanged including:
Offering more services:
- Webinars
- Supporting RTI initiatives
- Leaflets
Knowledge sharing:
- Sharing papers and research
Also:
- create a survey to see what members most require from the network.

5. AOB

a. Membership cleanup?

Lydia points out that some members are inactive. Toby notes that membership is steadily increasing, and there is consensus that inactive members should be kept within the network.

Gergana notes that we don't have little representation from Africa and Asia. Toby suggests focus on both regions to increase the members from there. The SC decides to focus on this in an ongoing way:

Several actions are agreed:
⇨ Prepare a "one-pager" on membership so that it is easy to send people information on membership.
⇨ Work with the partners that wrote the WAU because this had a regional focus.
⇨ Think about having a survey.
⇨ Use Twitter to attract members.

In the next funding proposal it was agreed to ask for funds for further informative and promotional materials particularly in relation to a face-to-face meeting.

6. Next Meeting
It was proposed to go back to the old schedule and try to hold the meetings every 3-4 months. The date of the next meeting will be decided by e-mail, it will be around the end of May.

Formal approval of minutes: The minutes were approved.