

Draft Minutes of CoST Board Meeting No.39 27 September 2021 (virtual meeting via Teams)

Participants			
<p>Board: Chrik Poortman (CP) (Chair) George Ofori (GO) Petter Matthews (PM) Vincent Lazatin (VL) Gavin English (GE)</p> <p>Apologies: Natalie Forsyuk (NF)</p>	<p>In Attendance: Manuela Di Mauro (MDM), FCDO Ian Hawkesworth (IH), World Bank Charlotte Broyd (CB) International Secretariat Evelyn Hernandez (EH) International Secretariat John Hawkins (JH) International Secretariat Clara Feng (CF) International Secretariat Will Lodder (WL) Magma, Auditors Luke Edwards (LE) Magma, Auditors</p>		
	Discussion & Decisions	Responsible	Deadline
Item 1. Chairman's Welcome and Opening Remarks			
1.1	The Chair welcomed Board members and observers to the call and thanked everyone for their time and availability for the online meeting.	N/A	N/A
1.2	The Chair welcomed WL and LE to the call.	N/A	N/A
1.3	Apologies were received from NF.	N/A	N/A
Item 2. Annual General Meeting			
2.1	WL stated the forecast budget indicated that CoST was a going concern for the next 12 months.	N/A	N/A
2.2	The Board approved the financial statement and was content with the KIDD report.	N/A	N/A
2.3	The financial statement to be signed electronically by PM and CP. The minutes of this meeting will be sent to the auditors to indicate approval of the financial statement.	JH	Sept 2021
2.4	The Board approved the reappointment of Magma for the 2021 audit. JH to inform WL and LE.	JH	Oct 2021
2.5	The Board approved the Q2 2021 financial report.	N/A	N/A
Item 3. Approval of the minutes & matters arising			
3.1	The minutes from the 38 th meeting were approved as accurate.	N/A	N/A
3.2	CP to follow-up with Rajiv Lall over his interest in supporting the Board.	CP	October 2021
3.3	NF to confirm if she is able to continue as a Board member following her appointment to a new position in the Ukrainian Government.	NF	October 2021

3.4	The election of new Board members to be postponed until there is greater financial certainty.	N/A	N/A
3.5	A new international civil society member to be appointed to the Board in Q4 2021.	PM	Dec 2021
3.6	No further progress on the private sector supporter model as the priority has been on fundraising. The CoST IS will provide a further update in the next meeting.	PM	
Item 4	Review of Province of Buenos Aries & Afghanistan programmes		
4.1	The Board agreed that a letter to the Governor of the Province of Buenos Aries would be sent requesting an update on their affiliate programme and the details of a new point of contact. If there was no response within 3 months, then the programme would be considered inactive.	EH	Oct 2021
4.2	The Board agreed that it would wait and see how events unfolded before deciding on the future of CoST Afghanistan. The Board to review again in three months. The Chair thanked everyone who was involved in the evacuation of colleagues from Afghanistan.	Agenda	Dec 2021
Item 5	Fundraising		
5.1	CoST IS is organising a virtual donor forum to be held on Thursday 7 th October. The event will target bilateral donors, multi-lateral donors and foundations, and will include the participation of the President of Malawi and the Honduras Secretary of Transparency.	N/A	N/A
5.2	CB to follow up with Nelson Ogunshakin to see if we can invite his IFI Senior Advisory Committee Members to the forum.	CB	N/A
5.3	IH to share his contacts at the Gates foundation. CB to invite them to the forum.	IH CB	Sept 2020
5.4	The Board were informed that the CoST IS has had several calls with bilateral and other donors including AFD and MinBuZA with a call with US State and Hewlett Foundation to follow this meeting.	N/A	N/A
5.5	The World Bank will help to secure support for CoST to apply to the Quality Infrastructure Investment Trust Fund. The Fund is supported by the Japanese Government. JH and PM are developing a concept note for IH to circulate amongst World Bank colleagues.	JH PM	Oct 2021
Item 6.	Applications to join CoST as an affiliate		
6.1	The applications to join CoST as an affiliate from the Dominican Republic and Coamo, Puerto Rico were both approved. EH to inform the respective points of contact.	EH	Oct 2021
Item 7.	Any other business		
7.1	The next meeting will take place in mid to late November. JH to organise. The meeting will focus on funding scenarios.	JH	October 2021

7.2	No safeguarding issues were reported since the last Board meeting.	N/A	N/A
Item 8.	Chair's closing remarks		
8.1	The Chair thanked everyone for joining the call and the Secretariat for preparing the presentation and documents for this meeting and for the team joining in the very early or very late hours.	N/A	N/A

These minutes were approved as an accurate record of the meeting.



Christiaan J. Poortman
Chair

01/12/2021
Date