

**Minutes 15 November 2017**

**key points Steering Committee meeting Skype session**

present: Léonce, Antoine, Diego, Jorijn, Joanne, Ananya, Magdalena

- 1) Diego to talk to election body clarify on international candidate for three regions. We understand a candidate can be for one region. In the forum meeting on Day 1 , SC candidates will briefly introduce themselves
- 2)Ananya to check whether 3rd floor is an area where people will in general congregate. Ananya will send two lines on content for newsletter on NGO Forum to Jorijn this week
- 3)Ananya will send bilingual banner design to Jin for printing - if it is an issue she will print
- 4)Joanne and Antoine will make a brief statement for the opening mentioning achievements and challenges - All SC members to examine the document on NGO accreditation for appropriate reflection on the statement
- 5) Food - we selected the costlier option
- 6) Regional group meeting - to ask regions to identify who will lead
- 7) Ethics Working Group - Marc Jacobs to present. Antoine will send two lines for inclusion in newsletter inviting NGOs to share
- 8) 5 'only French' speakers in capacity building workshop. 90 registrations
- 9) Jorijn to send out newsletter next week
- 10) Next meeting at 2-30 pm Paris time on 24 Nov