

Meeting Minutes – Steering Committee of ICH NGO Forum

Date: 02/12/2019

Time: 15:00 (GMT +1)

Attendance

Meg Nömgård, Naila Ceribasic, Dong Hwan Choi, Kaloyan Nikolov, Jorge Gustavo Caicedo

Agenda Items

- 1- ICH NGO Forum financial report
- 2- 14.COM NGO activity booklet
- 3- 14.COM NGO participants
- 4- Event security
- 5- Translator for meetings
- 6- Steering Committee 2018 activity report

Action Items

- 1- Dong Hwan Choi is continuing work on the financial report to be presented to the Forum at 14.COM. The final draft will be provided to the Steering Committee by 3rd December.
- 2- Kaloyan will apply the final edits to the booklet before its publishing.
- 3- Kaloyan will prepare the final list of the NGO 14.COM participants. Naila will print the list for it to be signed at the meeting by participants.
- 4- The Steering Committee discussed security precautions due to the current civil unrest in Bogota.
- 5- Jorge is exploring the provision of simultaneous or consecutive translators for the meetings.
- 6- Jorge will update the Steering Committee on the progress of the Steering Committee's 2018 activity report
- 7- The NGO Forum meetings will be recorded on camera and streamed live on Youtube. This will provide better access to NGOs not in attendance at 14.COM.
- 8- Next meeting will be held in Bogota at Black Tower Hotel, 5pm.

Other business

Next meeting

6th December.