

RDA Council Meeting
27th October 2023 UTC 07:00-13:00
Salzburg, Austria

Meeting Chair: Lee Wilson, Jill Benn

Attendees:

1. Jill Benn
2. Louise Bezuidenhout
3. Juan Bicarregui
4. Ingrid Dillo
5. Joyce Gosata Maphanyane (virtual attendance)
6. Jason Haga
7. Wolfram Horstmann
8. Sarah Jones
9. Claudia Medeiros
10. Amy Nurnberger
11. Shelley Stall
12. Martina Stockhause (on behalf of TAB co-chairs)
13. Lee Wilson
14. Hilary Hanahoe (RDA Foundation Secretary General)
15. Bridget Walker (RDA Foundation Operations & Accounts Manager) (notes)
16. Connie Clare (RDA Foundation Community Development Manager)
17. Irina Hope (RDA Foundation Global Events Manager)

Apologies: Francoise Genova, Rosie Hicks, Isabelle Perseil, Rob Quick

[Conflict of Interest, Agenda approval and actions following meeting of 7 September 2023](#)

Discussion:

Outstanding actions were discussed with an update on progress and completion.

No conflicts of interest with the agenda items were expressed.

Sarah Jones, Amy Nurnberger and Wolfram Horstmann were welcomed to their first in person Council meeting.

Isabelle Perseil and Rob Quick, TAB co-chairs were unable to attend and Martina Stockhause, TAB member, represented TAB on their behalf.

Francoise Genova and Rosie Hicks also sent their apologies on behalf of the Regional Advisory Board.

[RDA Foundation Financial Update – Juan Bicarregui, Financial Subcommittee Chair](#)

Discussion:

Council was presented with an update on the RDA Foundation cashflow summary for the period July-September 2023 and forecasts October-December 2023 and 2024 and estimates for 2025-2028. It was confirmed that the balance for each year, which includes conservative estimates for expected income, is positive.

A wind-down scenario was also presented and explained, and the financial figures remain well within the financial balance. The wind-down scenario was presented in the interests of best practice governance rather than a likelihood of wind-down in the near future.

Council discussed the need for an RDA global communications person to be employed part time from 2024 due to reduction of in-kind support from regional partners.

Decision:

Council agreed to proceeding with the recruitment of a new part time member of staff for RDA global communications.

[Technical Advisory Board Update – Martina Stockhause](#)

Discussion:

A report of TAB's face to face meeting on 22nd October 2023 was given together with activities carried out in the 2nd half of the year.

Discussion focused on a proposed system for improved communication between group co-chairs and TAB, and a proposed change to the assignment of TAB liaisons to groups, possibly increasing the number for each group. Council also discussed the issue of inactive TAB members and possible solutions and the need for improved visibility of new TAB members within the community.

Decision:

A formally written process for inactive TAB members is to be drawn up by TAB and, if approved, will be included in the RDA Governance document. Ways of increasing TAB visibility in communications and events will be identified.

[RDA Organisational Risk Assessment – Hilary Hanahoe](#)

Discussion:

As the RDA Foundation does not have a defined and approved risk assessment, Council discussed this with regard to the organisation itself and the RDA community and the approach to be taken.

Decision:

It was decided that a Council Risk Assessment sub-group would be set up by Hilary Hanahoe, with Shelley Stall, Amy Nurnberger, Wolfram Horstmann and Juan Bicarregui as members, with the first assessment being done in the first 6 months of 2024.

[Governance Document Check & Change – Hilary Hanahoe](#)

Discussion:

Council was asked to consider whether the Governance Document, in its current form, is sufficiently comprehensive in describing the structures of the RDA, and their relationships, that support the activity and principles of the RDA, and Council's powers and authority, and whether there are sections to be updated, included, or removed. Discussions also included the current Code of Conduct policy.

Decision:

Council decided no particular amendments were required to the Governance Document at this point in time but that a process should be set up for regular reviewing which would take place once a year at a Council meeting. The RDA community would also be included through a living document providing FAQ/Q&A for all governance documents. The Code of Conduct would be reviewed and updated, particularly for when other organisations are involved, i.e. at the International Data Week event.

[RDA Web Platform update and other important updates - Hilary Hanahoe, Irina Hope](#)

Discussion:

Council was provided with an update on the progress with the development of the new RDA web platform and other important updates for Council including the Global Sustainability Coalition for Open Science Services (SCOSS) application, Council Elections 2024, and Virtual Plenary Meeting – 22nd RDA Plenary Meeting.

The revised timeline for the new web platform was presented, with delays to launch from 2023 to early 2024, and Council was reassured of the professionalism of the developers. Council was informed that the application to the SCOSS call this year was successful and the facilitated funding system was outlined, how it fits into the Foundation's yearly forecasts, and the general process and approach of SCOSS with its partner funders.

Council was presented with a proposed timeline for the Council elections 2024.

Council was reminded of the new policy for RDA plenaries from 2024, with one fully virtual and one hybrid per year. The plans for the fully virtual Plenary 22 were presented with the proposed dates and registration fees and the need for temporary staff to cover all time zones involved.

Decision:

Council nominations committee would be set up by Ingrid and Hilary. The suggested dates for Plenary 22 were agreed together with the investment required for temporary staff.

[RDA Strategy 2024-2028 Update – Jill Benn, Lee Wilson](#)

Discussion:

Council was provided with an update on the comments received during IDW 2023 meetings and reminded of the next steps and timeline for finalising and publishing the RDA Strategy 2024-2028.

[Regional & Organisational Advisory Board Updates – Shelley Stall, OAB, Hilary Hanahoe](#)

Discussion:

An update on the ongoing activities of the Organisational Assembly and Advisory Board (OA/B) was provided and discussions took place on the collaboration between the OA and TAB with regard to RDA group recommendations with the aim of improved synthesis and wider implementation.

An update of the Regional Assembly activities was provided by Hilary Hanahoe (in the absence of the RAB co-chairs) which included an explanation of a proposed world webinar series to support promotion of the regions and their open science and cultural activities.

AOB

Items discussed included arrangements of plenary meetings particularly when held with other organisations, consideration of a plenary highlighting RDA regional work and how multi-lingualism can be supported and offered.

A Publishers Forum was proposed and whether a coordination or Interest Group would be more appropriate were it to go ahead.

Council decided the current RDA statement on Ukraine would be updated to cover all conflict.

Council agreed to coincide the next face to face meeting with another event, possibly PIDfest in Prague in June 2024.