



RDA Council Meeting Minutes

Room ID – Adams Room, Loews Hotel, Philadelphia

31st March 2019 09:00 – 17:15

Meeting Chairs: Ross Wilkinson & Ingrid Dillo

Attendees:

1. Kevin Ashley
2. Fran Berman
3. Sandra Collins
4. Ingrid Dillo
5. Francoise Genova
6. Hilary Hanahoe
7. Edit Herczog
8. Claudia Maria Bauzer Medeiros
9. Bernard Minster (remote)
10. Amy Nurnberger
11. Kay Raseroka
12. Ross Wilkinson
13. Stefanie Kethers (notes)
14. Bridget Walker RDA Foundation EA (notes)

Apologies:

Jason Haga

Minutes of the face-to-face meeting in Gaborone – October 2018

Decision: Minutes accepted.

Secretary General Updates – Hilary Hanahoe

Discussion: Hilary reported on her activities and work of Secretariat highlighting the need to become less fragmented and focus on communications, events and impact.

She reported on the membership task force and their investment in regional engagement which is a priority alongside sustainability.

The Code of Conduct policy has been approved and is now openly online with first responders identified as Amy, Lynn, Hilary and Stefanie.

A closer relationship with the Funders Forum has been developed over the past year and Bridget is to dedicate time supporting them; better coordination and record keeping of members is required.



Hilary reported on her time spent in European countries speaking to the community and their coordinating bodies and her opportunity to speak to potential funders, understanding the landscapes in the respective countries.

She reported on the administration side, Council now being able to find and access all documents in Hilary's absence if necessary.

She introduced the need for a new office location due to Brexit and possible complications with funding.

Hilary presented her five major priorities: i) regional engagement, ii) alternative funding opportunities for RDA Foundation, iii) mapping, impact and adoption of RDA outputs and working groups across the globe, iv) reduce UK office costs (irrespective of whether we open another office), v) identify and set up a European office.

RDA Foundation Financial Status – Edit Herczog, Kevin Ashley

Discussion: The Financial Sub Committee reported on the expenditure of 2018 and, based on this, the financial status and forecast for 2019 to 2022. Council empowers the Financial Sub Committee to determine the finances of the RDA organisation.

Governance / Operations Status – TAB (Francoise Genova & Paul Uhler), OAB (Amy Nurnberger & Kevin Ashley)

Discussion: Update reports were given to Council on activities from the governance boards. TAB reported they now have a monthly activity report and highlighted issues with geographical spread and attendance at TAB meetings. A rotation system for the conference calls has been introduced together with extension of emails between meetings. OAB reported on their engagement in plenary pathways and are in the process of seeking feedback to better decide whether to continue efforts. Currently waiting for a regular workflow to be established around regular delivery of periodic OA updates which has been put forward as benefit to members. OA proposed regular communications to be provided that are tailored to organisational needs about RDA activities, issues being schedule of frequency and in digestible format.

Secretariat Update - Hilary Hanahoe

Discussion: Hilary reported on time invested by Secretariat on outputs and adoptions and work going on in Europe and the US.

Future RDA Plenary Planning – Hilary Hanahoe

Discussion: Hilary presented a review of the plenary structure moving from 2.5 day to 3 day event at P14 in Helsinki with poster, plenary and breakout sessions being main components. She highlighted the Secretariat effort and put forward the need for an official plenary manager. Finances, revenue and plans for 2020-2024 were also presented and discussed.



Council discussed International Data Week and the co-collaboration with CODATA and WDS and possible continuity/frequency with collaboration agreement.

CODATA – GO FAIR – EOSC Collaboration and Relationships – Ross Wilkinson

Discussion: Clarification was given on the relationship of RDA with above mentioned entities with a view to publishing a statement on the RDA website that reflects the reality of the RDA relationships, as well as defining an updated MoU with CODATA and WDS and creating a new MoU with GO FAIR.

Regional Engagement – Ingrid Dillo

Discussion: Ingrid presented an update on the regional engagement progress and discussions together with an action plan from April to September 2019. The Regional Engagement Task Force has been working for some and has produced a framework document which can be used as a reference document for building tailor made agreements with respective regions.

Five priority regions have been identified, Australia, US, Europe, Japan and Canada and teams from Council will be working on acquiring bilateral agreements with those regions.

Membership Taskforce – Ross Wilkinson

Discussion: Ross presented an update on the Terms of Reference and discussed defining and action plan with proposed timing and eventual support from Council. The task force will look at the question of how we can make organisational membership more valued taking into account the fact that regions are starting their own membership structures independently of what is happening at an international level.

It was agreed that Sandra Collins would be taking over as chair of the Taskforce.

Next Face to Face Meeting

Discussion: The next face to face meeting of the Council is scheduled for Thursday June 6th and Friday June 7th at DANS, The Netherlands.

The meeting was closed with no further discussions or actions.