

## **Bank Information Center Board Meeting**

June 9<sup>th</sup>, 2015 | 1023 15<sup>th</sup> St. NW, 10<sup>th</sup> Floor, Washington, DC 20005

### **Attendance:**

Board Members: Amy Shannon (Board Chair), David Hunter (Board Treasurer), Charles Moore, David Kaimowitz, Susanne Breilkopf

BIC Staff: Martha Coe (Executive Assistant), Chad Dobson (Executive Director), Amy Ekdawi (Middle East and North Africa Program Manager / Regional Programs Manager), Hetal Patel (Director of Finance and Administration)

Regrets from Board members: Marcus Colchester, Victoria Tauli-Corpuz, Katie Redford

### **Call to Order**

- 1) Amy Shannon convened the meeting at 9:10am.

### **Introductory Business**

- 2) The Board approved the agenda.
- 3) The Board approved the minutes from the March 16<sup>th</sup> meeting.
- 4) The Board proposed November 4<sup>th</sup> for the fall meeting

### **Executive Director's Update**

- 5) Mr. Dobson updated the board on the safeguards process at the Bank.
- 6) Mr. Dobson discussed the calendar of events for BIC for the remainder of 2015
- 7) Mr. Dobson laid out an updated staffing plan for BIC

### **Financials**

- 8) Ms. Patel discussed the changes to the 2015 budget and gave an outlook for 2016.

### **Opening a BIC European Office**

- 9) Mr. Dobson discussed the process to apply for Stiftung status in the Netherlands and possible benefits for fundraising.

### **New Executive Director Search**

- 10) Ms. Shannon shared an updated job description and case statement for the process of hiring a new Executive Director
- 11) The Board discussed consultants with an understanding of Europe to help identify candidates.