



Meeting Memo

5th Executive Committee Meeting

Date: October 28, 2010

Venue: 'CARE Bangladesh'

Participants

1. Mr. Rajiv Pradhan – IDE Bangladesh and Chair 2010
2. Mr. Nick Southern - CARE Bangladesh
3. Mr. Asif Ahmed – CARE Bangladesh
4. Mr. Mishael Aziz Khan - CARE Bangladesh
5. Dr. P. K. Barua – Winrock International
6. Mr. ASM Shahidul Haque – Winrock International
7. Mr. Abdur Rob – Practical Action
8. Mr. Shahnewaz Karim – Katalyst
9. Tahsin Akbar – Coordinator MDF

Mr. Rajiv Pradhan welcomed everyone and following discussion were held and decisions taken. Mr. Nick Southern of CARE Bangladesh initiated the discussion

<i>Discussion</i>	<i>Decision</i>
Mr. Southern explained his position regarding the MDF. He has seen development practitioners receiving values from the MDF. To make such platform more valuable and effective for the members, a coherent approach needed to be adopted. CARE believes that the EC would work more on the topic of how to add value to	

<p>the network. CARE will pledge their support and will be more active for the cause of MDF more from this year.</p>	
<p><i>Review of last meeting's decision</i></p> <p>Review of the last EC meeting's decision was given.</p> <ul style="list-style-type: none"> • Field trip – The coordinator asked members about their intention for visiting field projects of members. Members gave mixed choices for visiting different projects. • Registration – coordinator contacted the consultant and forwarded the quotation to relevant party. • Business plan workshop – a detail discussion was held on the planning workshop • SEEP scholarship – The scholarship was given to Mr. Jenal of IC. He will contact other dignitaries at the conference and discuss about MDF and its prospects. 	<ul style="list-style-type: none"> • The coordinator will arrange field trips based on the area and let members know. If members feel interested, they'll opt which projects to visit. • Since the registration is lengthy process, CARE will second one person to assist the coordinator. • EC members will meet on November 28 at CARE Staff house to determine how to facilitate the workshop.
<p><i>Discussion on the business plan & Upcoming events</i></p> <p>An account of what happened since last EC meeting was given. The topic included SEEP scholarship, Seminar on Contract Farming and the SEEP MDF Study. Coordinator informed the</p>	

<p>members that Mr. Joshua Bryant has been appointed to carry out the study. The study is being sponsored by SEEP Network.</p> <p>Upcoming events</p> <ul style="list-style-type: none"> • The next GDE is organized by IDE & MIDAS where EX DG of BARI & MIDAS will share their experiences on how they have been transferring the technology. • The youth employment will be held in December. • The Cefe training will be held in November • Seminar on environmental impact will be held in December 	
<p>Registration of MDF& Sustainability</p> <ul style="list-style-type: none"> • The coordinator gave an update on the registration of the MDF. According to the consultant, it will take around 1 lac for registering under trust act 1882. • The members informed that it will take less. • Discussion were held on who'll be the trustees <p>Discussion on MDF's sustainability</p> <ul style="list-style-type: none"> • Donors will be pursued for the fund. However, MDF should not in any 	<ul style="list-style-type: none"> • The trust will startup with a fund of BDT 20,000. • Present EC members will be the initial trustees. In case of Katalyst, Swisscontact will be asked.

<p>form, get into any situation where member consider it as competitor.</p> <ul style="list-style-type: none"> • CARE informed that they can arrange a fund for MDF from CARE UK. A delegation of CARE UK will be visiting BD soon. 	
<p><i>Communication Strategy</i></p> <ul style="list-style-type: none"> • The coordinator has drafted a strategy and sent that to all EC members. 	<ul style="list-style-type: none"> • EC members will give their views on the strategy
<p><i>Business plan 2011</i></p> <ul style="list-style-type: none"> • The coordinator informed about the present process of business planning. 	<ul style="list-style-type: none"> • For the year 2011, the EC will meet for half day meeting/ workshop at CARE Staff house on November 28. In this meeting the EC will decide on how to carry forward the process of planning.