**HDCA Executive Council Meeting Minutes**

**September 22, 2020**

**8 pm UK**

**Present:** Graciela Tonon, Stacy Kosko, Elaine Unterhalter, Ingrid Robeyns, Jack Simpson, Rebecca Gutwald, Andrew Crabtree, Rosie Peppin-Vaughan, Oscar Garza, Enrica Chiappero-Martinetti, Sammia Poveda, Tom De Herdt, Krushil Watene, Caroline Hart

**Chair:** Jay Drydyk

**Pre-Meeting Remarks:**

* Jay gives heartfelt thanks to Past President Ingrid Robeyns. She has come to represent the CA, not just as President but with her book which invites everyone in. She brought a sense of professionalism. Looks forward to presenting a gift in Antwerp.

1. **2020 Conference Report**
   1. There were more people attending than they would have had for an on-site conference. Quite a lot of people from Asia, Africa and Latin America. Able to provide far more scholarships; allowed more people to present by opening up the pre-recorded sessions to those who didn’t meet the scoring threshold.
   2. Because there was no summer school, they are working with Massey and ANU to develop an online course.
   3. There was a surplus from registration income which they can use for workshops and for support events on campus.
   4. A committee will be established to look at what we can learn from this year’s experience and how HDCA might approach virtual and hybrid conferences in the future.
2. **2021 Conference Report**
   1. Tom is working with the Program Committee and with the faculties of social sciences, business & economics, law, and developmental policies at the University of Antwerp. Partnering with The University Centre Saint Ignatius Antwerp, which will also organize pre-conference events.
   2. In the process of finalizing keynote speakers. Working on hybrid conference and 3 types of sessions: 1. completely open – e.g. plenaries; 2. behind a paywall for those not coming to Antwerp; 3. sessions not available online- only on campus. Some sessions will be synchronous, some pre-recorded, and some available online afterward. Synchronous sessions will include both thematic and non-thematic panels.
   3. Working on setting registration fees – for online only and in person. Have secured enough rooms but need to check on online facilities.
   4. Call for Proposals (CfP) will be presented at next EC meeting, end Oct/early Nov. They want to circulate the CfP by Dec. 1.
3. **Amendments to the Book of Regulations (BoR) on EC nominations and elections.** Stacy circulated clean and marked-up copies of the latest amendments and reviewed remaining questions. Various decisions were taken and a final version will be voted on at a subsequent meeting.
   1. Treasurer description. An amendment to the current description was approved as follows: “The Treasurer will have prior Treasurer experience or at a minimum will have strong budgeting and financial management skills. Familiarity with investments in financial markets is desirable.”
   2. 3.1 Executive Committee. It was agreed that notification of decisions by the Executive Committee should be given to the Executive Council by email immediately as well as at the next regular EC meeting. In addition, the following wording was proposed: “In unusual circumstances an emergency meeting may be called.” The full paragraph will read: “The Executive Committee is permitted to take decisions without consulting the Executive Council when the issue at hand calls for immediate decision. Any decisions so taken must be reported to the Board promptly by email, and in their next regular meeting at the latest. In unusual circumstances, an emergency meeting may be called.”
   3. 3.2.4.1 Qualification of Candidates
      1. This section includes wording about minimum qualifications for EC candidates including that they have demonstrated “active engagement” in the association,. The following wording was approved: “An active engagement with the association may be demonstrated by *several of* the following: being a paid member, participating in HDCA Thematic or Regional groups, attending HDCA annual conferences or other HDCA-affiliated events, or participating in HDCA educational and training initiatives (e.g. summer school).”
      2. An amendment was offered to replace the sentence: “In the event that any candidate should be deemed by the Nominating Committee or by the Directors as failing to meet the minimum qualifications for success in that role, a vote may be taken by members of the Nominating Committee or by the Directors to remove that candidate from the ballot.” The following wording was approved: “The Nominating Committee or the Board of Directors can decide to remove a nominee from the ballot if the nominee is *deemed* not to meet the established qualifications for the position.”
   4. 3.2.7 Reporting the Results. An amendment was offered to remove the words “…which approves the results.” from the sentence “The Chair of the Nominating Committee presents the results of the elections in the annual meeting of the General Membership, which approves the results.” The following wording was approved: “The Chair of the Nominating Committee presents the results of the elections in the annual meeting of the General Membership.”
   5. 6. Amendments. An amendment was offered to delete the following words from the second sentence “…,notice thereof stating the substance of such change shall be given to all General Members.” The amended sentence would read: “Not later than the time of giving notice of the meeting of General Members next following the amending or repealing by the Directors of any Regulations.” This was approved.
   6. A proposal was made to add a Treasurer-elect or Past Treasurer position to the Executive Council. The purpose would be to help the incoming Treasurer with the critical tasks of the position and provide institutional memory. Discussion was deferred to the next EC meeting.
4. **2021 Budget**
   1. Andrew presented the 2021 budget. An amendment was approved to increase the amount budgeted for scholarships from $2000 to $7500, with an effort to raise $5000 through fundraising but using savings or earnings on investments if we don’t raise the money.
   2. The budget as amended was approved unanimously.
5. **Strategic Planning and Vision**
   1. Discussion was deferred.
6. **New Committees: Membership; Virtual/Hybrid Conferences; Financial Planning and Fundraising**
   1. Discussion was deferred.
7. **AOB**
   1. The annual Fellows meeting will be scheduled for the last week of October.
   2. Graciela commented on a forthcoming open access eBook titled “Covid-19 and Human Development in Latin America” edited by Javier Iguiniz at the Institute of Human Development of Latin America (IDHAL) at the Pontifical Catholic University of Peru (PUCP.)
8. **Next Meeting**
   1. Will target second week of November

Minutes submitted by Kathy Rosenblum