

## **SDF Executive Committee meeting**

**Meeting number:** 01

**Date:** October 3, 2020

**Start time:** 7.00 PM GMT

**End time:** 8.00 PM GMT

1. Recognition of attendees
2. Apologies
3. Handover of leadership of SDF to the new Executive Committee
  - a) Review of activities during the term of outgoing Executive Committee;
  - b) Areas that the incoming Executive need to be mindful of
4. Towards greater harmonisation and understanding of the work of SDF
5. Development of a working document to help operationalise the work SDF
6. AOB

### **1. Recognition of attendees**

Pa Sanyang, Bakary T Sonko, Saikouba Ceesay (Seyfo), Sima Camara, Bakary J Sonko, Omar Janneh, Alieu Cham

### **2. Apologies**

Lamin Sonko (Nani), Hoja Jallow, Lamin Anfaal Manjang

### **3. Handover of leadership of SDF to the new Executive Committee**

Omar Janneh chaired the meeting and highlighted that the meeting was to serve as a formal handover of the Leadership of the SDF to the new Executive Committee. In the absence of a written handover report as per the constitution, it was agreed that the outgoing Executive Committee should provide an oral review of the activities during their term of office.

#### **a) Review of activities during the term of outgoing Executive Committee**

The outgoing President, Saikouba Ceesay (Seyfo) was asked to provide an overview of the work carried out by the SDF over the last 3 years. However, Saikouba Ceesay told the meeting that he did not prepare for such information to be presented; that it would be ideal if the list of activities undertaken by SDF could be postponed until the next meeting. The meeting agreed that Saikouba be given time so that all of the work done by SDF over the last three years can be put together and presented at the next meeting. It was also agreed that other Executive members who can contribute to the compilation of the list of SDF's activities over the last 3 years work with Saikouba Ceesay to help prepare the list.

**Action point 1:** Sakouba Ceesay agreed to lead the preparation of the list of SDF's activities over the last 3 years and to present report at the next Executive meeting. Saikouba Ceesay promised two weeks is enough to prepare the list.

#### **b) Areas that the incoming Executive need to be mindful of**

The meeting recognised the need to strengthen the team in The Gambia so that we can better coordinate the work of SDF. Mention was made of the need to work in partnership with the VDC; that SDF Executive should seek to co-opt individuals such as Malamin Janneh (Maala) with a view to enhance the communication between SDF and the VDC.

There was agreement with Pa Sanyang that SDF should seek to work with the VDC so that its leadership is broad-based and that the committee is strengthened in terms of capacity.

Unanimously, it was also recognised that the incoming Executive need to develop fundraising strategies which will ensure that donor fatigue is not created. Omar Janneh asserted that the state of our finances and the difficulty in getting people to pay their annual subscriptions compared to the success registered in raising funds for our recent projects requires a change of model may be necessary. Bakary J Sonko suggested a model that was to create awareness around the need to have an annual fundraising call to help finance a project, e.g. the village community clinic. On the issue of the community clinic, the meeting was reminded of the need to begin to organise ourselves of the many aspects related to its realisation – from the need to protect the land.

The meeting agreed that Executive should seek to co-opt dedicated members to encourage people to pay annual subscriptions in order to help realise the objectives of SDF. In this regard, it was suggested that there would be the need to create a spreadsheet of SDF members so that the Executive Committee could try and reach out to members and urge them to pay their annual subscriptions. The meeting recognised the need to reach out to the households (“sinkiros”) in Sika, the “fulang kafos”, as well as the “kabila kafos” and family foundations with a view to publicise the work of SDF and by so doing encourage people to pay their annual subscriptions so that SDF can continue to address the challenges of the people of Sika. The meeting agreed that the names of all individuals/“sinkiros”/individuals in “fulang kafos” or family foundations that pay their annual subscription shall be published on the Village WhatsApp forum (Sika Bantaba). Few names such as Sarjo Gitteh, Babadinding Bonto Janneh, Satou Gassama were suggested as potential people who can be co-opted.

**4. *Towards greater harmonisation and understanding of the work of SDF***

Omar Janneh told the attendees that SDF still has a lot of work to do in terms of getting the people it wishes to support and empower to understand work of SDF. It is hoped that such a task would involve a lot of sacrifice and advocacy work.

**5. *Development of a working document to help operationalise the work SDF***

Omar Janneh told the meeting of the need to create a working document – a memorandum of understanding- which might serve as a guide for SDF members who wish to volunteer for SDF. Because of time constraints, Omar Janneh told the meeting that this agenda item should be moved to the next meeting for more contributions and time to produce a working document that will sustainably serve the interests of SDF.

The outgoing Executive expressed the need to ensure that, where possible, SDF holds meetings in the Gambia so that the views and aspirations of the members in the Gambia can be heard.

**6. *AOB***

**a) *To agree on the regularity of SDF Executive meetings***

The meeting recognised the need to agree on how regularly the Executive meets to help reduce scheduling difficulties and hopefully improve attendance at meetings. In this regard, the meeting reached these decisions

- b) **Decisions:** The meeting agreed to hold a meeting once a month to fall on the last Saturday of each month. However for the month of October, 2020, it was agreed that the Executive should also meet on Saturday, October 31, 2020 at 7.00 PM. Thereafter, the

Executive Committee shall meet once month, to fall on the last Saturday of the month. For clarity, below are the dates for the meetings for next 10 months:

- 31, October 2020
- 28, November 2020
- 26, December 2020
- 30, January 2021
- 27, February 2020
- 27, March 2021
- 24, April 2021
- 29, May 2021
- 26. June 2021
- 31, July 2021

- c) **Start time of meetings:** Unless otherwise stated all meeting to start and 7.00 PM GMT and to last no more than one (1) hour.

Further, the meeting agreed that as well as meeting once a month, there may be occasion to call emergency meetings of the Executive Committee of SDF at short notice and that all Executive members should try and attend such meetings to help discuss and decide on urgent matters that may affect the life and work of SDF.