



## **SUMMARY OF THE MEETINGS** of the Board of Trustees of CGD Europe

### **Charity Number 1157318**

26 February, 2014, at 9:30 am GMT at London – UK

**Trustees present:** In London: Stephen Brooker (Chair), Caroline Fiennes

At this board meeting the Chairman, Stephen Brooker, noted that all the trustees had agreed to all five resolutions by email; Mr Brooker and Ms Fiennes being present in person. This was also agreed to by the Director for Europe (Owen Barder) who was in attendance. It was agreed that the Secretary to the Board (Jenny Kendra) would arrange the next Board Meeting in no less than eight weeks' time. The meeting came to a close at 9.38am GMT.

11 November, 2015, at 9:00 am EST/2:00 pm GMT/ 1:00 am AET at Washington, DC – USA, London – UK

**Trustees present:** In Washington: Ellen Mackenzie, Todd Moss, Nancy Birdsall (Chair). In London: Stephen Brooker, Sue Owen. Also in attendance: Owen Barder (Director) and Sara Godfrey (Head of Operations).

At this board meeting the Chairwoman, Nancy Birdsall, noted that all trustees had agreed to two resolutions, in person. Resolution 1 concerned CGD Europe's 2016 budget – duly approved; and Resolution 2, CGD Europe's Reserves Policy – also approved. The meeting came to a close at 5:00 pm GMT.

10 November, 2016, at 9:00 am EST/2:00 pm GMT/ 1:00 am AET at Washington, DC – USA, London – UK

**Trustees present:** In Washington: Ellen Mackenzie, Todd Moss, Sue Owen. In London: Stephen Brooker, Nancy Birdsall (Chair). Also in attendance: Owen Barder (Director) and Sara Godfrey (Head of Operations).

At this board meeting the Chairwoman, Nancy Birdsall, noted that all the trustees had agreed to two resolutions, in person. Resolution 1 concerned CGD Europe's 2017 budget – duly approved; and Resolution 2, CGD Europe's family friendly policy – also approved. The meeting came to a close at 5:00 pm GMT.