

MINUTES - FREEMUSE EXECUTIVE COMMITTEE MEETING,

Copenhagen, 2-3 June 2018

ATTENDEES

Executive Committee

Martin Cloonan, Chair (MC)
Frank Geary (FG)
Krister Malm (KM)
Layla Al- Zubaidi (LZ)
Sam Farai Monroe (SM)
Daniel Brown (via Skype) (DB)

Secretariat

Srirak Plipat (SP), Executive Director
Klaus Dik Nielsen (KDN), Interim Senior Program Coordinator

AGENDA

1. **Update from the ED**
Sida: reports, relations and progress against targets
UNESCO
State of Artistic Freedom Report
Communication with member
3. **Key considerations on research, advocacy, campaigning, networking, people management and fundraising**
2. **Looking to the future**
Stocktaking for strategy development
Strategy and the Objectives paragraph in Freemuse's Charter
External environment: What is the current state of play of artistic freedom?
Added value: How do we add value in such changing environment? How do we manage alignment of music freedom and artistic freedom?
4. **Risk assessment**
5. **Preparation of the General Assembly**
6. **Improving accountable governance and mediation process**
7. **Progress report against implementation, monitoring and evaluation plan 2018**
8. **Any other business**

1. Update from the ED

The ED reported to the EC progress of the organisation and programme management, including staff, research, advocacy, campaign, actions, networking, UNESCO, communication with members. The EC thanked the ED for the progress report, asked questions, and requested bullet points updates for the next meeting.

ACTION POINT

- ED to send short bullet point updates before the next meeting.

3. Key considerations on research, advocacy, campaigning, networking, people management and fundraising

Fundraising

The ED elaborated on priorities in the first five months of 2018: stabilising the team, the SAF report and fundraising.

Human Resources

Currently 11 staff. New PM will begin 1 April 2019. Currently hiring Interim Senior Program Coordinator, two research assistants, a communications officer and a full time advocacy assistant. He informed the EC that he would take a step by step approach in improving HR practices given several internal challenges in the past year. The EC agreed with the approach.

ACTION POINTS

- Visual overview of staff to be shared with the EC
- ED to draft a 3-5 years staffing strategy/framework in consultation with Frank by 1 September
- EC to draft a grievance and harassment policy

Advocacy

Substantially increased advocacy efforts through UNSR and regional SR, and, as a result, Freemuse is increasingly being asked to present findings from the SAF report.

Women's report

Draft to be finished in the summer and will include more women's voices and quotes. Two or three events in the autumn in the Danish Parliament (jointly with KVINFO – the Danish Centre for Research and Information on Gender, Equality and Diversity), one in a MENA country and in one Asian country (possibly jointly with UNESCO).

Partnership building

The ED informed on established and new strong relationships with PEN Sweden, Culture Action Europe (co-hosting event in European Parliament on 4 September), KVINFO and SEM (the Society for Ethnomusicology).

General Data Protection Regulation (GDPR)

Freemuse is developing policy on data protection following the GDPR law which entered into force on 25 May 2018

ACTION POINTS

- Freemuse is to develop a data protection policy with support of CARE IT team and update the EC.
- A clause to be added in membership agreement on the use of data.

2. Looking to the future

EC recognised the hard work and professionalism of the current Freemuse team. EC recommended that a strategic plan for Freemuse for 3-5 years be developed collectively and with external input. The ED confirmed that Freemuse will continue to document all arts freedom violations but that assistance will go to musicians only. Current funding rests on Freemuse's expanded mandate to monitor all forms of violations of artistic freedom, UPR and UN advocacy. Freemuse can now engage with more partners, allies and targets with the new human rights approach. The meeting agreed that Freemuse will maintain its focus on supporting musicians and the best way to do so is to use the existing human rights framework on freedom of artistic expression. As such there is no need to amend the statute.

ACTION POINTS

- The ED, FG and SM to develop, formulate and agree on timeline for strategic parameters and objectives between now and the GA on 10 November 2018. EC to be updated on progress by the end of July.
- SM to share strategy template

External environment

The ED provided an update of the landscape of the current state of artistic freedom.

4. Risk assessment

Funding, the shrinking civil society space, the increasing competitive environment and internal governance challenges were listed and discussed at the meeting. The EC thanked the ED for the updated risk assessment.

ACTION POINTS

- An evaluation/systems audit which is part of the current Sida grant is to be undertaken by someone who understands smaller creative organisations and not big bureaucratic organisations.

5. Preparation of the General Assembly

Membership

ACTION POINT

- The division between paying members and supporters will be further developed as part of the new strategy.

Prep for GA

The meeting discussed a minimum level of members to have meaningful EC elections. EC and staff are to help increase membership. Staff will encourage members and supporters to run for election. EC approved the revised GA timeline from the previous meeting.

ACTION POINTS

Preparation for GA

- EC to draft a ToR for the referee.
- ED to approach CARE's IT manager to be the election referee as the first choice. If not possible, CARE's finance manager will be approached as the second choice.
- In the event of a tie the EC will accept the decision of the election referee.
- EC to meet in person and GA to take place on Skype
- EC to arrive in Copenhagen on 9 November. On 10 Nov, there will be an EC meeting. GA to take place on 11 Nov and new EC to meet on 11 Nov after the GA.
- MC to revise nomination form for members to nominate EC members. The form to include 10 areas of competencies/special interests. Clarification of the EC role and what it entails, including time commitment. Promote gender equality and regional diversity. And add CET on deadline for submission.
- MC to send a letter to members to: (a) inform members of the coming election; (b) encourage members to nominate qualified persons; (c) promote gender equality and regional diversity.

6. Progress report against implementation, monitoring and evaluation plan 2018

Research

Freemuse continues to strengthen its daily research and how it utilizes the research strategically with all the other departments, as well as expanding its network globally.

Campaigns and action

Freemuse continues its strong relationships with various UNSRs. Freemuse was represented at the ICORN AGA and continues to work closely with Safemuse.

Awareness raising

Freemuse wants to be more visible as it takes advantage of growing recognition since the launch of SAF 2018. As part of rethinking awareness raising social media will be incorporated into the website.

The EC emphasized the importance of newsletters and make them short and punchy and attractive and SM reported that newsletters can be a key way to drive traffic to a website.

Capacity building and networking

Local partners are growing and Freemuse wants to expand, while continuing to strengthen its secretariat and regional staff.

ACTION POINTS

- Data on media coverage, use of documentation and amount and quality of documentation provided by stringers (points 1.19, 1.20 and 1.21 of the Implementation, Monitoring and Evaluation Plan to be provided to the EC)
- Cases from EC members are welcome and should be sent to SP with a copy to David Herrera, Research Coordinator.
- EC happy to wait for next year with Freemuse Award unless something exceptional comes up this year. EC members are welcome to nominate.

7. **Any other business**

ACTION POINTS

- ED to provide informal financial updates during Skype meetings and once a year a current updating on budgets and overall financial health.
- For future EC meetings a briefing and other relevant documents to be sent to EC in advance.
- Date for next on-line EC meeting: Wednesday 27 June: 5 pm CET, 4 pm Ireland, 6 pm Finland.