

Governing Board Meeting Minutes

1 September 2020– Teleconference

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Board members (Trustees) present:

Name:	Attending from:
Tracey Howe (Co-Chair) (TH)	UK
Catherine Marshall (Co-Chair) (CM)	New Zealand
Xavier Bonfill Cosp (XBC)	Spain
Nicky Cullum (NC)	UK
Sally Green (SG)	Australia
Gladys Faba Beaumont (GFB)	Mexico
Juan Franco (JF)	Argentina
Karsten Juhl Jørgensen (KJJ)	Denmark
Karen Kelly (KK)	UK
Tamara Kreda (TK)	South Africa
Marguerite Koster (MK)	USA
Jordi Pardo Pardo (JPP)	Canada

Board members having sent apologies: Rae Lamb

Others attending:

Name:	Role:	Attending from:
Mark Wilson	Chief Executive Officer (CEO)	UK
Karla Soares-Weiser	Editor in Chief	UK
Lucie Binder	Head of Governance & Strategy (Company Secretary)	Germany
Toby Lasserson	Deputy Editor in Chief	UK

Restrictions:

Board Minutes are open access unless content is restricted when the Board considers it confidential and/or commercially sensitive. **Restricted access content is highlighted in yellow** and is made available to the Board and Senior Management Team only. Minutes of the closed sessions of the Board, which are attended only by Trustees, are recorded on behalf of the Co-Chairs and are only made available to the Trustees.

List of Approved Resolutions:

Minute:

GBMIN-2020-

---MEETING START---

GBMIN-2020-45 Welcome, Apologies, declarations of Interest for this meeting, Board Code of Conduct and Board Charter

Tracey Howe was in the Chair, on her first day as Co-Chair. She welcomed everyone The Trustees were reminded of their duties as set out in the Board Code of Conduct and Board Charter. There were no changes to attendees' declarations of interest and no Trustees declared any conflicts of interest in the proposed Agenda items.

GBMIN-2020-46 Approval of Agenda

The Agenda was approved.

GBMIN-2020-47 Matters Arising from previous meeting

There were no matters arising.

GBMIN-2020-48 Record of Resolutions approved between meetings

RESOLUTION (Approved 9 August 2020): The Board approves the revised version of the Spokesperson Policy; and asks the Central Executive Team to communicate it to the Cochrane community

YES: XBC, MB, JC, GFB, TH, KJJ, KK, CM, JPP

NO: None;

ABSTAIN: None;

NO VOTE: NC,SG,MK

GBMIN-2020-49 Co-Chair Report

The Chair welcomed Juan Franco and Tamara Kredo, who were attending their first Board meeting as newly elected Trustees.

On behalf of the Board she proposed a formal vote of thanks to Jan Clarkson, who had stepped down from the Board at the recent elections. Jan Clarkson had held the role of the Treasurer and would be replaced by Karen Kelly.

The Co-Chairs would be arranging informal calls with all Trustees over the coming weeks to discuss priorities, training needs, and sub-committee allocations.

GBMIN-2020-50 Editor in Chief Report, including options for collecting and managing declarations of interest for Cochrane Library content

[PAPER: GB-2020-25]

Karla Soares-Weiser summarized the points in paper GB-2020-25, which provided a response to the Board's concerns around the way that that author declarations of interest are collected and managed, and the resultant burden on Cochrane Review Groups to manage multiple declarations.

After considering all options, and balancing technological feasibility, impact on Cochrane Review Groups and cost-effectiveness, the Conflict of Interest project team had recommended that author declarations of interest be collected via the new Editorial Management System. This would be a temporary solution while further technological advances that will allow auto-generation of narrative declaration of interest statements are

developed. It was also planned to designate a member of the EMD to assist Cochrane Review Groups in collating/writing Declarations of Interest.

The Board accepted this response. It was suggested that a formal article on Cochrane's approach to managing Conflict of Interest be developed; Karla Soares-Weiser said she would take this idea to the Editorial Board for consideration.

The Chair noted the recent improvement in the Cochrane Library's Impact Factor and congratulated Cochrane Review Groups, the editorial team, and Wiley on this result.

GBMIN-2020-51

Chief Executive Officer Report

Mark Wilson asked Lucie Binder to report on the progress of the new strategy consultation. She confirmed that a general survey was underway to capture feedback, complemented by more in-depth consultations with Cochrane Groups, through the Cochrane Council; and other constituencies in the organization. The Trustees emphasized that it would be important to reach often under-represented communities in Cochrane (those who may face language or cultural barriers) during the consultation and offered their support in holding conversations with various members.

Mark Wilson then provided a finance update, explaining that projected underspend against the Charity budget in 2020 had reduced from 2 million GBP deficit to 1.4 million GBP deficit due to expenditure on COVID-related activities. A detailed report on these activities would be provided for the next Board meeting.

Cochrane Germany had recently been granted a multi-million Euro grant for Covid-related research and the Charity would receive a small proportion for work to support the German team. Karen Kelly confirmed that this update reflected the view of the Finance, Audit & Investment Committee. Cochrane Germany was congratulated on its successful bid.

GBMIN-2020-52

Any Other Business

There was no other business.

GBMIN-2020-53

Date of Next Meeting

19, 20 and 22 October 2020 (to replace the meetings planned for the Toronto Colloquium).

The Chair closed the meeting at 21:35 BST.

----MEETING END---