



The Global Shea Alliance
GSA Secretariat Office
Osu, Accra, Ghana
Executive Committee Meeting (Bi-Annual)

Minutes
23rd March 2014
11:00am

EC Members Present:

Salima Makama, EC President
Mark Davis, EC Member
Kadijatou Lah, EC Member
Antoine Turpin, EC Member
Senyo Kpelly, EC Member
Sidiki Aboubacar Sanogo, EC Member
Gilles Adamon, EC Member
Moumouni Konate, EC Vice-President
Brian Wittnebel, Advisory Board Member

EC Members Absent:

Bilkisu Magoro, EC Member

Secretariate Staff Present:

Joseph Funt, Managing Director
Aaron Adu, Assistant Director
Sonia Slavinski, Peace Corps Coordinator

Agenda

- I. Introductions
- II. Addendum to Agenda: RONGEAD presentation
- III. 2013 Audit Review
- IV. Shea 2014 Conference Overview
- V. 2014 General Assembly Agenda Review
- VI. 2014 National Association Support Activities
- VII. Sub-Committee Meetings

I. Call to Order: The meeting was called to order by the president, Salima Makama, at 11:12 a.m., followed by welcoming statements and introductions of all those present.

II. Addendum to Agenda: RONGEAD Presentation

The Executive Committee received a presentation from RONGEAD on market information systems. The presentation was given by Loïc Simonnot. RONGEAD's existing market information system projects are mostly focused on cashew, where they provide future and current price information for farmers. The source of the market information comes from individuals and cooperatives. Participants are incentivized to provide prices because they receive aggregated information in return. RONGEAD also has a shea kernel market information system in Mali, which was started one year ago.

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III. Agenda Item: 2013 Audit Review

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Managing Director, Joseph Funt, presented the 2013 Audit, completed by Deloitte. This was completed before the 2014 General Assembly meeting, at the request of members during the 2013 General Assembly. Specifically, the attention of the EC was brought to the opinion of the auditor and the year-end financial statements.

Discussion

- The review of the audit has now been completed by the Executive Committee, and was previously approved by the Finance Sub-committee. The EC requested that a forecasted budget should be prepared.
- Future budgets. The EC requested that project and secretariat budgets. One budget should be prepared for the period of June to December 2014, followed by a 12-month budget for the 2015 calendar year.
- As part of a new funding request, GSA will update its accounting system and financial reporting procedures. Requested that the Finance Sub-Committee be informed of new changes that place as part of this process.
- Requested that all EC members receive copies of new funding proposals submitted for their review and feedback. President Salima Makama and Vice-President Mark Davis will indicate any necessary modifications to the secretariat.

IV. Shea 2014 Conference Overview

Managing Director, Joseph Funt, provided an overview of “Shea 2014: The Industry Unites”. The Conference Program was distributed to all Executive Committee members for review. In preparation for the conference, approximately \$250,000 was raised through contributions from USAID, sponsors, and various participation fees. The program contains over 30 speakers. They will sit on panels make presentations in line with the conference themes, previously approved by the executive committee.

Discussion

- Requested that more regular updates be provided to the Executive Committee prior to the conference.
- In regard to opening ceremony government officials that speak, their sponsorship should be considered. It was also raised, however, that in Côte d’Ivoire, shea is not high on the national agenda. In Côte d’Ivoire, the work of GSA should contribute to promoting the shea sector in the country.

V. 2014 General Assembly Agenda Review

The packet of documents that will be provided to GSA members during the General Assembly was distributed to Executive Committee for review. The packet included the Annual Report, Sustainability Program Proposal, Quality Standards Proposals, Membership Principles, and the Code of Ethics. During the General Assembly, members will be asked to give feedback on the Annual Report, and then approve it. The Sustainability Program and Quality Standard Proposals will then be presented. The Working Group members will make their presentations to



members directly and respond to questions. The General Assembly will then be asked to vote to approve the Proposals from each group and to reauthorize the Working Groups. This will be followed by a discussion and adoption of the proposed membership principles, which will replace the code of ethics.

Discussion

- Welcome remarks will be made by Executive Committee Vice President, Moumouni Konate.
- It will be enforced that only paid members are allowed to vote and attend the General Assembly. They will be given a sticker on their nametag during registration.

VI. 2014 National Association Support Activities

Aaron Adu, Assistant Director of the Global Shea Alliance, provided an overview of planned activities for national association support. In addition to the two national-level secretariat offices in Ghana and Benin, the GSA will support Mali in opening an office. This will be done by bringing shea stakeholders together, followed by the election of a board, hiring a coordinator, and planning the strategy of the association. The quality and market linkage campaigns will also be extended to cover five countries. Two warehouses are being constructed (one in Benin, and one in Côte d'Ivoire). The women's associations that will utilize the warehouses will also be given business management training. If the Sustainability Program is adopted, the GSA goal will be to construct 25 warehouses this year.

Discussion

- Pre-financing of shea kernels is a critical women's empowerment issue to address as part of the provision of warehouses. Recommended the sustainability working group pay special attention to this challenge and propose appropriate solutions that take into account the specifics of each beneficiary community.

VII. Sub-Committee Meetings

Sub-committee meetings were held after the close of the Executive Committee meeting.

VIII. Motion: Meeting adjourned at 1:40 p.m.