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Inter-American Biodiversity Information Network
Red Interamericana de Información sobre Biodiversidad
Rede Interamericana de Informação sobre Biodiversidade
Réseau Interaméricain d'informatio sur la biodiversité

OBJECTIVES AND EXPECTED OUTPUTS OF THE IABIN COUNCIL MEETING

Meeting Dates: May 9 – 11, 2007
Place: Punta del Este, Uruguay

I. Introduction

In accordance with the IABIN Rules of Procedure, the Chairperson of the IABIN Council, after consultation with Council Members and with the support of the IABIN Secretariat and the Organization of American States, has convened the members of the Council to conduct the Fifth IABIN Council Meeting. The meeting is scheduled for 9-11 May, 2007 in Punta del Este, Uruguay.

The local organization of the meeting has been handled by the Uruguayan Focal Point, Dr. Ana Aber with the support of the government of Uruguay and the GS/OAS country office there. The Council recognizes these efforts and is very grateful to both Dr. Aber and her team at the National Environment Directorate (DINAMA) of the Ministry of Public Housing, Land Administration, and Environment of Uruguay and the GS/OAS.

IABIN is entering the third year of the execution of the Global Biodiversity Facility (GEF) sponsored project. The objective of the 5th IABIN Council Meeting is to evaluate progress and goal achievement. The meeting will review project progress and provide guidance by the Council to the project implementing agency (World Bank), Executing Agency (GS/OAS) and the IABIN Secretariat. It is expected that aspects considered during the Council meeting will translate into a call for action and specific guidance to all IABIN Council and participating countries.

The Council will review, and, if appropriate, formally adopt a number of proposed IABIN standards and applications. Equally important is to revisit the IABIN vision, particularly its future and sustainability after the GEF project ends. Here a strategic analysis is called for to define the areas where IABIN should further concentrate and where it can (i) carve a niche within the biodiversity informatics community; (ii) increase its usefulness to users; and (iii) support decision making processes throughout the Hemisphere. This goes hand in hand with the identification of the minimum resources needed to fulfill the vision and the fundraising activities that would need to be carried out.

This document complements the Fifth IABIN Council Meeting Agenda previously distributed (Annex 1).

II. Objectives:

- A. Review advances on the implementation of IABIN as a network and of the IABIN-GEF Project since the last IABIN Council meeting, and make adjustments as needed:
 - i. Familiarize the Council with progress of the Coordinating Institutions of IABIN Thematic Networks (TNs) that will include an update on TNs development, outputs, and mechanism to guarantee participation of Focal Points, country data providers, and other local and national partners in TNs implementation
 - ii. Carry out an overview of and adopt IABIN IT architecture and standards for the implementation of TNs
 - iii. Review the implementation of Component 2 -- Data Content Creation
 - iv. Review implementation of Component 3. Tools for Decision-Making (Value-added tools)
 - v. Presentation and adoption of IABIN GEF Project Monitoring and Evaluation Methodology
 - vi. Review progress on project administration and financial execution and provide guidance
 - vii. Adopt recommendations for the mid-term evaluation of the GEF Project
 - viii. Review challenges on the implementation of the IABIN GEF Project and provide guidance to make any necessary adjustment
- B. Review implementation of IABIN associated projects and their role in promoting network's initiatives and interest
- C. Overview of IABIN Vision, perspective and challenges and make decisions on its future
 - i. Revisit IABIN vision and its future
 - ii. Overview of sustainability actions to be undertaken (donors conference, possible funding opportunities)
 - iii. Mechanism to build IABIN Endowment, including the 10% recommendation, where 10% of IABIN project funds are obligated to an account to provide for the sustainability of the network
 - iv. Review document on IABIN Legal Status and make decision
 - v. Review and adoption of suggested changes to the Rules of Procedure
- D. Election of IEC members
- E. Review and adoption of IABIN resolutions

III. Outputs of Council Meeting

1. Update on the implementation of IABIN-GEF Project:

- A. Members of the Council become familiar with and make recommendations as needed:
 - i. Coordinating Institutions (CIs) update participants on the implementation of their respective Thematic Networks (TNs).
 - ii. The annual operating plan (AOP) and advances (products) of the TNs
 - iii. IABIN architecture and interoperability based on Information Technology (IT) Specialist meeting of March 29 – 30, 2007
 - iv. TNs standards and applications recommended are adopted
 - v. Implementation of Data Content Grants
 - vi. Results and recommendations from Bogotá meeting regarding decision-making tools and the progress to hire consultants or partners to develop them
 - vii. Advancements in fundraising and partnerships
 - viii. IABIN-GEF Project administration and 2006 Financial Report
 - ix. IABIN-GEF Project Monitoring and Evaluation

- B. Council members provide recommendation to executing agency on a mechanism to evaluate the GEF project implementation as in input to the Mid-Term Review

2. IABIN Associated Projects

- A. Members of the Council are updated on the implementation of IABIN associated projects
- B. Council review of roles of these associated projects in development of IABIN

3. IABIN Vision, perspective and challenges

- A. Decision on where IABIN will go after the GEF Project ends
- B. Decision on proposed mechanism to establish and IABIN Endowment, including the 10% Rule to build the endowment
- C. Council decides on IABIN legal status
- D. Approval of editions and Annexes to IABIN Rules of Procedure

4. Three (3) new IEC members elected

5. Adoption of proposed IABIN resolutions

Annex 1.

INTER-AMERICAN BIODIVERSITY INFORMATION NETWORK (IABIN)**FIFTH COUNCIL MEETING****INITIAL DRAFT AGENDA (To be submitted for comments and additions by IEC)****7-12 May 2007****Place: Punta del Este, Uruguay****Chair: Gladys Cotter**

Schedule	Activity	Responsible/Presenter
Sunday, May 6 Thematic Network Participants arrive		
Monday-Tuesday May 7-8 Thematic Network meetings / South American Focal Points Arrive		
Tuesday May 8		
AM – PM	GeoSur Meeting for IABIN South American Focal Points	Eric van Praag –CAF IABIN Secretariat
AM – PM	IABIN Council Participants arrive / Registration	Organizing Committee – Ana Aber
Wednesday, May 9		
8:00 – 8:30 AM	Registration	
8:30 – 8:45 AM	Opening of the meeting	(Head of Ministry of Environment, Uruguay)
8:45 – 9:00 AM	Introduction <ul style="list-style-type: none"> • Overview of meeting objectives • Reiterate IABIN objectives as a network and those of the IABIN-GEF project • Adopt agenda • Introduction of Attendees 	Gladys Cotter All
9:00 – 9:30 AM	IEC Nominating committee report	Nominating committee
9:30 – 10:15 AM	Summary Progress of IABIN since 4 th Council meeting April 2005 <ul style="list-style-type: none"> • IABIN Network • GEF Project 	Iván Valdespino, Rita Besana, Boris Ramírez.
10:15 – 10:30 AM	Coffee Break	
10:30 – 11:15 AM	Reports of Thematic Networks (TNs) by the Coordinating Institutions (CIs) and presentation of Semester Reports.	I3N Invasives TN (Andrea Grosse)
11:15 – 12:00 PM	Reports of Thematic Networks (TNs) by the Coordinating Institutions (CIs) and presentation of Semester Reports.	Protected Areas TN (TBD)
12:00 – 1:00 PM	Lunch; Ancillary presentations (non-IABIN projects): open to participants, first-come-first-served; must pre-register; 10-min limit	Open to participants
1:00 – 1:45PM	Reports of Thematic Networks (TNs) by the Coordinating Institutions (CIs) and presentation of Semester Reports.	Pollinators TN (TBD)
1:45 – 2:30 PM	Reports of Thematic Networks (TNs) by the Coordinating Institutions (CIs) and presentation of Semester Reports.	Ecosystem TN (TBD)
2:30 – 3:15 PM	Reports of Thematic Networks (TNs) by the Coordinating Institutions (CIs) and presentation of Semester Reports.	Species Specimens TN (TBD)
3:15 – 3:30 PM	Coffee break	
3:30 – 4:15PM	IABIN Catalog presentation/feedback	Mike Frame/Boris Ramirez
4:15 – 4:45PM	Comp 2: discussion of Data Content Grants financed to date and	Secretariat/ grant

	proposed	recipients
4:45 – 5:30PM	Reports by Data Content Building Grants Recipients	Data Content Building Grants Recipients
5:30 – 6:30 PM	General Assessment of TNs development and Data Content Grants (questions and answer)	CI of the TNs
6:30 PM on	Dinner	
7:30 – 9:00 PM	Poster setup (tables will be provided for those wanting to demonstrate software or websites)	
Thursday, May 10		
8:00 – 8:30 AM	Poster session inauguration	
8:30 – 9:30 AM	Comp 3: value added tools	Secretariat
9:30 – 10:30 AM	Comp. 4: sustainability of IABIN <ul style="list-style-type: none"> • Fundraising <ul style="list-style-type: none"> ✓ Competitive Opportunities (grants, proposals, etc.) ✓ Other (dues-based structure, etc.) • Partnerships 	Gladys Cotter Gladys Cotter / Secretariat / OAS/ World Bank Secretariat
10:30 – 10:45 AM	Coffee Break	
10:45 – 12:45 PM	Comp 5: administration <ul style="list-style-type: none"> • Co-financing issues: tracking and update • Administrative and Financial Report 2006 • GPP 2007 • Operational Manual 	Richard Huber
12:45 – 1:45 PM	Lunch; Ancillary presentations (non-IABIN projects): open to participants, first-come-first-served; must pre-register; 10-min limit <ul style="list-style-type: none"> • Discussion of Caribbean Focal Points interested in I3N 	Open to participants Andrea Grosse & Sean Townsend
1:45 – 2:45 PM	Comp 5: administration (continues) Monitoring and Evaluation -- Performance indicators	Richard Huber
2:45 – 3:45 PM	Status of IABIN GEF Project <ul style="list-style-type: none"> • Advances on execution of 2007 work plan • PIP relationship / maintenance • Webpage 	Secretariat
3:45 – 4:00 PM	Coffee break	
4:00 – 6:00 PM	IABIN Vision, perspective and challenges Current IABIN project roles analysis and proposed adjustment IABIN Legal status Sustainability of IABIN – Discussion of Different funding Scenarios Decisions	Secretariat, Gladys Cotter, R. Huber, Douglas Graham. (BM)
7:00 – 9:00 PM	Dinner -- IEC / Secretariat / OAS / World Bank Assessment Meeting (analyze agreements, challenges, and strategic implementation of the IABIN-GEF Project according to decisions made by the IABIN Council)	IEC, IABIN Secretariat, OAS, WB

Friday, May 11		
8:00 – 8:50 AM	Presentations on initiatives with which IABIN has MoUs: e.g., CHM, PAIGH, GBIF, TNC?	Gladys Cotter Institutional Representatives
8:50 – 9:15 AM	GISP presentation	GISP representative
9:15 – 10:15 AM	Reports on IABIN projects not funded by GEF Andes Amazon Protected Areas Database (AAPAD)	Richard Huber
10:15 – 10:30 AM	Coffee Break	

10:30 – 11:30 AM	Reports on IABIN projects not funded by GEF Geospatial project	Vincent Abreu
11:30 – 12:45 AM	Report on network architecture and standards and proposal for adoption of these; Endorsement by Council	IT TWG / B. Ramírez
12:45 – 1:45 PM	Lunch; Ancillary presentations (non-IABIN projects): open to participants, first-come-first-served; must pre-register; 10-min limit	Open to participants
1:45 – 3:45 PM	Introduction, discussion and adoption of Resolutions and Agreements	IEC, IABIN Secretariat
3:45 – 4:00 PM	Coffee break	
4:00 – 5:00 PM	Any pending business matter	IABIN Secretariat
5:00 – 6:00 PM	IEC election	IABIN Chair
6:00 PM	Meeting closure	IABIN Chair
6:30 on PM	Dinner -- IEC / Secretariat / OAS / World Bank Assessment Meeting (analyze agreements, challenges, and strategic implementation of the IABIN-GEF Project according to decisions made by the IABIN Council)	IEC, IABIN Secretariat, OAS, WB
Saturday, May 12		
AM – PM	Field trip to Banados del Este and Forteleza Santa Teresa	Organizing Committee – Ana Aber Government of Uruguay, OAS
AM – PM	Participants depart	OAS
Sunday, May 13		
AM – PM	Participants depart	OAS