

Meeting of the Centre Directors Board

Draft Agenda

Krakow, Poland

April 3, 13.30 -17.00

Room: Gemini

CHAIRS:

Lotty Hooft, Cochrane Netherlands & Council member

Erik von Elm, Cochrane Switzerland & Council member

CENTRE DIRECTORS EXECUTIVE:

Erik von Elm, Cochrane Switzerland

Lotty Hooft, Cochrane Netherlands

Joerg Meerpohl, Cochrane Germany

Giordano Pérez-Gaxiola, Cochrane Mexico

Irena Zakarija-Grkovic, Cochrane Croatia

Mark Wilson, Central Executive Team

Sylvia de Haan, Central Executive Team

SUPPORTING DOCUMENTS:

HYPERLINKS TO OTHER SUPPORTING RESOURCES:

- [Centres portal on Cochrane Community](#) (for all geo-groups)
- [Strategy to 2020 resources](#)

ATTENDANCE:

Representatives are invited to attend this meeting as follows: Centres (2 representatives), Associate Centres (2 representatives), Affiliates (1 representative at the discretion of the Centre Director). If numbers get too big for future meetings, the CD's Exec will make the decision as to whether Centres and Associate places should be reduced. Priority will be given to those providing sole national representation.



	EST.TIMING	ITEM	INTRODUCED BY:
1.	13.30 – 13.45	Welcome, apologies, and approval of Agenda	Lotty Hooft/Erik von Elm
2.	13.45 – 14.45	Centre Director Executive's report, including: <ul style="list-style-type: none"> • Review virtual meetings format and Slack • Use of Cochrane affiliation – proposed next steps • Terms of reference and membership of the CDs Exec – proposal for revision • Update on new geographic groups • Update on Centres Portal and Centres Functions document 	CD's Executive
3	14.45 – 15.15	Cochrane's Membership Scheme – what are the information needs of Centres?	Chris Champion (Membership, Learning & Support Department)
	15.15 – 15.30	Coffee break	
4	15.30 - 16.00	Knowledge translation: Update and sharing experiences from selected Centres.	Jo Anthony (Knowledge Translation Department) and Centre Directors by invitation
5	16.15 – 16.30	Forthcoming meetings: Preparation for the Chile Colloquium	Gabriel Rada
6	16.00 – 16.15	Reflection on strategic session – issues of relevance to Centres that need further discussion?	All
7	16.30 – 16.45	Items from Centre Directors for the Council	All
8	16.45 – 17.00	Any Other Business	Lotty Hooft/Erik von Elm