



**MFK – Kosovo**  
**MINUTES OF THE 2<sup>nd</sup> BOARD OF DIRECTORS MEETING**  
**26.04.2018**  
**10:00 AM, Grand Hotel, Collegium Hall, 1<sup>st</sup> floor, Prishtina**

The Board of Directors ("**Board**") of Millennium Challenge Account-Kosovo ("**MFK**") held a 2<sup>nd</sup> meeting at the above-mentioned date and time for which notice was duly given on 20 April of April, 2018 in accordance with (i) the Statute of MFK ("**Bylaws**"), and (ii) the Millennium Challenge Threshold between the United States of America, acting through the Millennium Challenge Corporation ("**MCC**"), and the government of Republic of Kosovo (the "**Government**"), executed on 12 September 2017 (the "**Threshold**"). Capitalized terms used but not defined herein shall have the meanings given such terms in the Bylaws or Compact.

**I. BOARD MEMBERS**

**Present in Person:**

Mr. Avni Arifi, Chief of Staff of PM, Chairperson  
Mr. Ardian Arifaj, Deputy Chief of Staff of the President  
Mr. Altin Ademi, Political Adviser to Minister of Justice  
Mr. Lulzim Demolli, Chief of Cabinet to Minister of Economic Development  
Mr. Berat Rukiqi, Private Sector / Kosovo Chamber of Commerce  
Mr. Denion Galimuna, Civil Society / KFOS

**Absent:**

Seventh Board Member not chosen yet.

**Others Present:**

Mr. Petrit Selimi, CEO MFK;  
Ms. Sarah Olmstead, MCC Country Director for Kosovo  
Mr. Burim Hashani, Energy Director MFK and  
Mr. Kastriot Orana, Executive Secretary MFK

**Person Acting as Secretary:** Mr. Burim Hashani

## **II. PROCEEDINGS**

Meeting called to order at: 10AM CET.

The Chairperson opened the meeting and invited the MFK CEO to present the agenda and individual items of the Board Meeting. CEO, referring to the Statute of the MFK, asked for Board Members to vote for approving the alternate representative of the Non-Government board member. The board approved unanimously. Chair declared the presence of a quorum consisting of a majority of the 6 voting members of the Board in accordance with the Bylaws.

The Chairperson confirmed that a quorum of the voting members of the Board exists. CEO proceeded with the agenda.

Confirmation and written notice of attendance was circulated and signed by six attendees.

The meeting was then duly and legally convened and opened for the transaction of business.

### **A. Discussion and Action Items<sup>1</sup>**

1. CEO presented agenda that consisted of following items:

- 1) Approval of agenda
- 2) Working and Financial report for the last period;
- 3) Presentation and approval of Monitoring and Evaluation Plan;
- 4) Presentation of Gender and Social Inclusion Plan;
- 5) Presentation of the project design so far;
- 6) Planning for Scorecard presentation and Compact potential;
- 7) Other

Chair called for a vote on agenda which was approved by raising hands unanimously.

RESOLVED, that the Board hereby approved the abovementioned agenda by consensus.

CEO informed the board members about the recruitment process, MFK is now fully staffed and some consultants will be joining the team soon. CEO informed regarding the progress in renovation of the office space and that there were delays due to MCC environmental, health and safety standards required and related procurement issues. CEO welcomed the MCC Country Director who will be the in-country representative of MCC until the end of the program. Regarding the finance report, there was not much to report, as we have sent only the first Disbursement Request, in amount of \$35,407.66, which was very recently disbursed. Second disbursement request is expected to be delivered soon. CEO also informed the board members regarding Kosovo Government contributions,

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<sup>1</sup> Forms of each Agreement or document to be approved, and curriculum vitae of each officer or other person to be appointed, to be attached to the Minutes of Meeting.

which mostly were used for Scorecard indicators done by UNDP, office renovation, operational costs of MCK at OPM and transition to MFK. Detailed financial report will be presented in next board meeting of all finances provided by Government in period 2016-2018 for the development of compact and threshold.

2. Chair of the meeting informed the board members regarding the Monitoring and Evaluation plan which was drafted by MCC and MFK staff. Approval of the M&E plan is a condition precedent for the second disbursement. CEO mentioned that M&E plan consists of key indicators and procedures to collect the needed monitoring and evaluation data, including baseline studies and post-project results for measurement and comparison purposes.

Chair called for approval of Monitoring and Evaluation plan, which was approved by raising hands unanimously.

RESOLVED, that the Board hereby approved the Monitoring and Evaluation Plan.

3. Chair informed the board regarding the Gender and Social Inclusion Plan, which has been drafted by MCC and MFK Staff. CEO informed that there is no need for approval of the Gender and Social Inclusion plan by the board and MCC will send additional comments, but is important to note that GSIP is an integral and cross-cutting component of the Threshold Program. Plan was distributed to the Board.
4. CEO informed the board regarding the project design so far, currently we are working with the MCC and consultant companies hired by MCC, on due diligence for detailed project design. In this term CEO informed that project implementation will come a bit later, except for the Open Data Challenge sub-activity, which is expected to start soon.

In addition CEO informed that the tender for the Fiscal Agent is ongoing, and invited the board members to recommend an experienced person to be part as the third member of the Bid Evaluation Panel and who is expected to be engaged for at least one week for evaluation process.

5. CEO informed the board members regarding the planning for Scorecard presentation and Compact Program potential, as the MCC board meeting will take place at the end of this year. In this term proper data collection is very important hence CEO pressed for the Government to continue to work together with MFK and UN agencies and further support the data collection process.
6. Chair informed the board members that the Kosovo THP Procurement Plan #1 has to be amended as two points in Procurement Plan have typo errors. Chair called for approval of the amendment of the Procurements Plan as he explained that in the previously approved 6 months procurement plan there was a typo error on the Data Quality Review for RELP and Data Quality for Transparent Governance.



Chair called for approval of amendment of Procurement Plan #1, which was approved by raising hands unanimously.

RESOLVED, that the Board hereby approved the amendment of Procurement Plan #1.

CEO informed the board members for implementation workshop that will take place from 30th of May 2018 to 6th of June 2018. MCC Country Director for Kosovo Ms. Sarah Olmstead informed the board members that part of workshop is also a separate activity for board members which could be used as a Board meeting too, where MCC, especially MCC's lawyers will use the occasion to inform the board regarding their role as board members in MFK, and in general regarding MCC rules, procedures and requirements.

CEO also informed that there was an opening for 7th board member and he will share with the board members the five nominations that MFK has received, and will appreciate their inputs in electing the 7th board member which is preferred to be a woman and/or minority with strong environmental / legal / private sector experience, fluent English and experience in board memberships. He also informed that there is a coalition of NGO's which are assisting the recruitment process.

### III. ADJOURNMENT

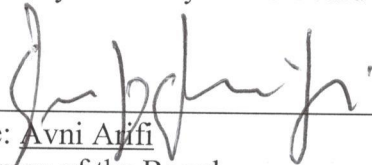
*The meeting was adjourned at:* 10:30AM

Certified by:



Name: Burim Hashani  
Temporary Secretary of the Board  
MFK

Acknowledged by:



Name: Avni Arifi  
Chairman of the Board,  
MFK