

Seventh Committee Meeting

Meeting Minutes

Date: December 30th, 2024.

Time: 4:00pm - 5:00pm.

Location: Zoom

Attendees: Rihab Sandouka, Hala Jawhar, Razan Atta, Dr. Ali Shaar, Yamamah Daoud, Dr. Ghassan Issa, Bashaer Abu Khadeja, Doa', Noor Adas, Hana Rabadi.

Discussion Points and Decisions

1. Conference Concept Note and Objectives

- The concept note and objectives have been finalized and endorsed for further action.
- A focus on themes such as global advocacy for children in crises and early childhood development.

2. Program Planning

- The conference will span **two days** instead of three, ensuring focused sessions and maintaining attendee engagement.
- Sessions include an opening session and thematic discussions aligned with the conference's objectives.
- Speakers have been identified; additional recommendations for session moderators and facilitators are welcome.

3. Translation and Accessibility

- The conference will be bilingual (Arabic and English) with real-time translation available for attendees (will be further discussed).
- Translation devices are limited, so remote participation options (e.g., Zoom) are being explored for international speakers and participants.

4. Invitations and Attendance

- Invitations will be sent via email to selected attendees, with the aim to confirm participation promptly.
- A clear invitation format will be designed and approved before distribution.

5. Exhibition Planning

- The exhibition will showcase relevant themes with potential contributions from local and international participants.
- A suggestion was made to incorporate children's drawings from Gaza, reflecting the theme of children in crises.

- A team will collect and curate these drawings to decide on their use for branding and exhibition materials.

6. Logistical Planning

- Printed materials to include banners, schedules, and the concept note in both languages.
- Subcommittees will be formed to manage specific tasks like media, invitations, and exhibition preparation.

Next Meeting:

Date: Tuesday, January 7th, 2025

Time: 12:00 PM