

## Minutes of 2016 General Assembly Meeting Europeana Network Association

National Library of Latvia, Riga  
8 November 2016  
[Agenda](#)

### *Attendees:*

*Management Board of Europeana Network Association including Max Kaiser - Chair, Merete Sanderhoff - Vice-chair, Paul Keller - Treasurer, Rolf Kallman, Joke van der Leeuw-Roord, Johan Oomen, the Members Council and the [participating Members of Europeana Network Association](#), Federico Milani - European Commission, Jill Cousins - Executive Director of Europeana Foundation and Harry Verwayen - Deputy Director, guests including keynote speaker Dan Cohen, Executive Director of Digital Public Library of America.*

### **Opening & introduction**

Max Kaiser, the Chair, opened the General Assembly meeting held at the National Library of Latvia in Riga, at 9h35 on 8 November 2016. He welcomed and thanked everyone for their attendance, giving an overview of the agenda including governance, financial reports, the Network Association annual reports 2015-2016, the Association activity plan 2017 and the Members Council elections launch.

The formal decisions of the meeting were chaired by Joke van der Leeuw-Roord, the Network Association reports were presented by Max Kaiser, the financial reports were presented by Paul Keller and the elections were launched by Rolf Kallman.

Joke van der Leeuw-Roord underlined the requirement of the voting method to perform a show-of-hand voting during this meeting, which will be complemented by the subsequent electronic voting, in relation to the minutes of the General Assembly meeting 2015, governance, financial reports and report on Network Association in 2016 - 2017. Therefore, every decision taken here in this meeting will be accepted provisionally, on the condition that a majority of the voting Europeana Network Association (hereinafter referred to as ENA) votes in favour thereof during the following voting period.



## 1. **Minutes of the General Assembly Meeting 2015**

The General Assembly was invited to ask questions, comment or approve [Paper 1 - the minutes of Europeana General Assembly Meeting 2015](#) by raising hands. The Members raised hands and approved the minutes.

## 2. **Governance**

ENA embarked on its mission with the initially written set of statutes under the Dutch law. Moving forward the need to apply the Dutch law to an international context emerged and the statutes were amended. The General Assembly of ENA was invited to approve the amended statutes as detailed in [Paper 2](#).

Three major amendments among other minor changes were agreed upon by the Members Council at their 21-22 June 2016 meeting in Vienna and approved by the Governing Board of Europeana Foundation in Hilversum on 27 September 2016 to be proposed as detailed in [Paper 3](#) to ENA General Assembly meeting at the National Library of Latvia, Riga on this day 8 November 2016, for approval. The proposed amendments, among other minor rewording, mainly encompass the following:

2.1 In the interest of democratic and transparent functioning of ENA, **Article 13 - General Assembly - Access to Meetings and Voting Rights** is rephrased.

2.2 **Articles 17.2 and 19.1 - term of service of Members Council and Management Board:** Currently term of service for the Councillors and Members of the Management Board stands at two years. Given the complexity of Europeana ecosystem and the entailing work, the term for the Councillors is extended to three years, to make a more meaningful effective contribution, continuity and engagement in longer term projects possible. This will take effect in the next round of elections late 2017 and will be in force for the Councillors elected end 2017 and onwards; *i.e* the currently in office Councillors and those elected/reelected this year 2016 will still serve for a period of two years. Subsequently and similarly the mandate of the Management Board will be extended to three years with effect from the next round of elections to be held late 2017 / early 2018.

2.3 **Article 29.1 - Amendment of the bylaws:** To share and distribute the responsibility and in view of the principles of democracy and transparency, the amendment of the bylaws will be the shared responsibility of the Members Council rather than the Management Board.

The General Assembly was invited to approve the amendments here above. The Members raised hands and approved the proposed amendments to the Statutes of ENA.

The statutes shall be amended by two-thirds of the cast votes.

## 3. **Financial Reports**

[Paper 4 - Financial Report 2015](#)



Budget 2015 (funded by Europeana v3 and Europeana DSI I projects) was approved by the Members Council back in March 2015. Being the first year the Network Association was formed and the first allotted budget, the underspend in the budget was adjusted onwards in November 2015. The expenditure is in line with the adjusted budget with a slight underspend which was reallocated to the 2016 operating budget.

The General Assembly was invited to approve the Financial Report 2015. The Members raised hands and approved the Report.

#### [Paper 5 - Financial Update 2016](#)

Budget 2016 (funded by Europeana DSI I and Europeana DSI II projects) was approved by the Members Council in November 2015 and was adjusted in June 2016. The adjustment of € 10,000 is in relation to (AGM and Members Council) travel costs. The expenditure projection (based on actual expenditures up until September 2016) shows that the 2016 expenditure is likely to be slightly under the allocated budget. Any such underspend will be used to cover costs in 2017 budget.

#### [Paper 6 - Provisional Budget 2017](#)

The proposal for 2017 operating budget is based on the 2016 budget plus 20%, taking into consideration the increase in the number of the Members Council from 29 to 36 Councillors and hence their travel costs, as well as other adjustments upwards based on previous years' spending. Funding for 2017 budget is partly from Europeana DSI II project and will cover January to August expenditure. The remainder will be funded under Europeana DSI III to cover September to December expenses. Currently only the Europeana DSI II portion of budget 2017 has been secured. Depending on the outcome of Europeana DSI III tender negotiations, the provisional budget 2017 may undergo some adjustment.

The surplus in budget can be reallocated or carried forward to the following fiscal year.

The General Assembly was invited to approve the Provisional Budget 2017. The Members raised hands and approved the Budget.

## **4. Network Association Report 2015 - 2016 and Activity Plan 2017**

### [Paper 7 - Network Association Annual Report 2015 - 2016](#)

### [Paper 8 - Network Association Activity Plan 2017](#)

*Europeana Strategy and Vision* - To realise the Network Association vision according to the statutes, we participate in the decision making of Europeana Foundation by 1) representation in the Governing Board of the Foundation and 2) through taskforces and working groups recommendations.

*Number of Members* - The number of Network Association members stands at 1560 as of November 1st. A significant growth of 25 members per month on average is expected to continue.



*General Assembly 2015 in Amsterdam* - 240 members of the Network Association attended. 52% of the Network Association members cast votes, 7 new councillors were elected, the Network Association statutes and bylaws were endorsed.

*Annual General Meeting 2017* - It is likely to coincide with Europeana plenary 2017 and it might be held slightly differently than this year's or last.

*Taskforces* - The Network Association can set up taskforces on specific subjects of common interest related to Europeana strategy. Since 2015, so far, 10 taskforces [published their recommendations](#). These are available online on Pro. A [taskforce on Audiovisual Media](#) is currently active and there is a [call for new taskforces](#) out with the deadline of 15 December 2016. 6 to 8 taskforces are expected to be set up in 2017. The Network Members are invited to reflect and propose new taskforces.

*Members Council* - The 2016 elections will be launched during this meeting. 28 seats are up for election and [48 candidates](#) have come forward. The number of Councillors will be gradually increased every year, from 25 in 2015 and 30 in 2016, to 36 in 2017, 43 in 2018 and 50 in 2019. The Members Council meets three times per year. Six meetings were held in 2015 and 2016 and worked on shaping business plans 2015 and 2016, topical campaigns for culture and digital single market, copyright reform, Europeana 280 [#allezculture](#). Members Council Working Groups address ongoing activities and issues of continuing relevance within the Europeana Network Association. The Management Board is responsible for the management of the Association, directly influencing the decision making in the Foundation Governing Board. A new management board will be elected by the Members Council in January 2017.

*Mission and Vision* - A Members Council taskforce reviewed the vision of Europeana Network Association and Europeana Foundation jointly as well as the mission of Europeana Network Association, and came up with the recommendation that: The Europeana Network Association and the Foundation share the same vision, each having a mission statement in line with their roles and responsibilities to fulfill their shared vision. At the Members Council meeting of 7 November 2016 in Riga, the Councillors agreed that the building blocks of Europeana shared vision is that by providing open access to cultural heritage, we help European citizens capitalise on their cultural, intellectual and entrepreneurial rights, contribute to smart and durable economic growth and make digital collections work to transform the world with culture. The current mission statement of the Network Association is too narrow and needs to be broadened i.e. how to achieve the shared Europeana vision. The mission of the Association constitutes the "job description" of the Members Council. The building blocks of the mission are: contribute to cross border and cross domain cooperation, facilitate innovation in the digital cultural heritage community, promote the vision of Europeana, the values of digital heritage for the society and encourage engagement with and use of digital heritage, participate in governance, strategy and politics of Europeana, and develop and implement relevant frameworks, standard and best practice. The next step is to create a draft of the mission statement, debate at the Foundation board and have it endorsed by them and then by the Members Council in spring 2017 and approved by the Association Members in the General Assembly 2017.

The General Assembly was invited to approve the Annual Report 2015 - 2016 and Activity Plan 2017. The Members raised hands and approved the Report and the Plan.



## **5. Launch of the Elections and Voting**

2016 Members Council elections start on 8 November and run until 23h59 of 14 November. Rolf Kallman thanked the candidates for considering to donate their time. [48 candidates](#) have come forward for 28 seats up for the election. There is a relatively good gender balance. Each member of the Network Association can cast three votes for the elections. The members also vote to approve the amendments to the statutes ([Paper 3](#)), the financial reports ([Paper 4 - Financial Report 2015](#) and [Paper 6 - Provisional Budget 2017](#)), the annual report 2015-16 and activity plan 2017 ([Paper 7 - Network Association Annual Report 2015 - 2016](#) and [Paper 8 - Network Association Activity Plan 2017](#)). The results of the Members Council elections will be announced on 21 November. The call for the Management Board elections will be on 1 December with the deadline of 15 December for submission of candidacies. The new Members Council will start 1st January 2017 and the new Management Board will start 20th of January 2017. The Network Association can contact [network@europeana.eu](mailto:network@europeana.eu) if they face any problem with the voting email or the URL link.

End of meeting at 10h40  
Minutes - Shadi Ardalan