

Europeana Network Association Annual Report 2017

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1. Europeana Network Association

1.1. Association governance

The Europeana Network Association is an active community of around 1500 individuals who are interested in digital cultural heritage, and support the values and work of Europeana. The Association helps ensure the long-term sustainability of Europeana through increasing of public awareness and use. The wide and active engagement of the Association has been and will remain one of the key topics of focus.



In 2015, we transformed Europeana Network into the Europeana Network Association, a democratic and transparent body that represents the interests of its members who work with or contribute to Europeana, and support the Europeana [Commons principles](#). In 2017, members of the Europeana Network Association participated in formulating a new Joint Aspiration for Europeana:

“We transform the world with culture. We build on Europe’s rich cultural heritage and make it easier for people to use for work, learning or fun. Our work contributes to an open, knowledgeable and creative society.”

Consequently, the Association contributed to this Aspiration by formulating its own Approach:

“We are the community that shapes Europeana. We believe in creative collaboration and teamwork. We are committed to making, sharing, promoting and repurposing Europe’s digital cultural heritage. To achieve this we:

- *use our individual expertise to encourage innovation and foster cross-border and cross-domain collaboration between people from cultural heritage, creative, technology, education and research areas;*
- *develop, validate and implement the standards and frameworks that improve access and discovery;*
- *participate in Europeana governance and strategy; promote Europeana’s activities within professional networks.”*

[Governance structure](#)

The Association functions through its [Members Council](#), which is a body directly elected by all Association members in its annual elections. The Council represents various communities involved in Europeana, such as Tech, IPR, data providers and aggregators, education, research, creative industries, policy, and other digital cultural heritage professionals. The Members Council should act as both the voice of Europeana towards the cultural sector as well as champion of the Association.

The Members Council elects its executive body, the [Management Board](#), which comprises of six members and is responsible for the running the Association. The six Board Members also sit on the [Europeana Foundation Governing Board](#) and thereby represents the Network in the Foundation’s executive decision-making.

All Association members together constitute the General Assembly, a decision-making body, which convenes once a year for its annual meeting, to discuss and vote on the Association’s reports over the past year and its plans for the future, as well as on other formal matters. The Association, its events, Members Council, Management Board, [Working Groups](#), and [Task Forces](#) are supported on a daily basis by Europeana Foundation’s Network & Sustainability team.

Formal documents

The Association is governed by its [Statutes](#), accompanying [Bylaws](#), and a set of [Procedures](#). These formal documents were put in place in 2015. The 2017 Governance Working Group proposed amended versions of these documents following the adoption of the new Europeana Aspiration and Association Approach. Additional changes had to be made in both Statutes and Bylaws in order to include latest decisions of the Members Council on Association membership, voting, Councillor Terms of Reference, and future Association budget. The changes were approved by the Members Council at their meeting



in Copenhagen in July 2017. The amendments to the Statutes will be proposed to the General Assembly for approval at this year's AGM.

Based on suggestion of the Members Council, a new document called [Councillors Terms of Reference](#) was developed to provide guidelines on tasks and responsibilities that the Councillors are expected to have in terms of participation, representation and communication.

1.2. Membership

The current membership number of the Association officially stands at 1,967 [individual members](#). New Association members are approved by the Management Board on a monthly basis.

Membership campaign 2017

This year we asked our members to reaffirm their Membership with the main objective to raise awareness about the Association elections, reinforce the active membership in the Association and update members information. The Membership campaign started in May 2017 with a message and [related blog](#) communicated to the Network members. The campaign came to an end on 1 November with 1,382 members confirming their membership to that date. These members will be allowed to vote in 2017 Members Council elections. Throughout the campaign, the Office followed-up with monthly reminders to those who had not responded to the campaign email, including personal email to long-standing members and friends of Europeana. The campaign resulted in having around 500 unconfirmed members. These members are no longer eligible to vote in 2017 elections and approve formal Association documents at the 2017 General Assembly meeting, but will be approached again and asked to renew their membership in early 2018. Based on new Statutes and Bylaws, currently submitted for approval of the General Assembly, their membership might be terminated with a possibility to sign-up again in the future.

1.3. AGM and General Assembly meetings 2017

The Association members come together once a year for the Network Association's Annual General Meeting (AGM), which includes the annual meeting of the General Assembly (GA). At the AGM, the Association members come to inspire each other, transfer knowledge, and make recommendations for the future of Europeana. They can cast their opinions about important Network matters, approve key documents, including the Joint Europeana Aspiration and Association Approach, and vote in the Members Council elections.

The [2017 AGM](#) will be held on 6 December at the [Leonardo da Vinci's Science and Technology Museum](#) in Milan, Italy. As a part of the new #AllezCulture campaign in support of the [2018 European Year of Cultural Heritage](#), the meeting will focus on assessing the value that culture has for European society, and how it can be measured. This will tie into the work being done in 2017 on a new [Europeana Impact Framework](#). The AGM will be followed by the European Commission's [European Culture Forum](#) on 7 and 8 December.



1.4. Association Task Forces

Task Forces allow Association members to investigate specific subjects or areas of common interest to the digital heritage field and Europeana's strategy, resulting in the delivery of a set of recommendations to contribute to the Europeana annual Business Plans. In 2017, there were eight active Task Forces:

- [Audiovisual Task Force](#)
- [Benchmarking Europeana](#)
- [Preparing Europeana for IIF involvement](#)
- [Advanced documentation of 3D Digital Assets](#)
- [Impact Assessment](#)
- [Network Participation Framework](#)
- [Europeana Resource Citation and Object Identity Standardization](#)
- [Creation and Governance of EDM mappings, profiles and extensions](#)

The last two started their work in the second half of 2017, the rest of them have ended or have approached their final stage of work by November 2017. Two new Task Force proposals came up in November and will be evaluated by the Members Council during its meeting in December 2017.

1.5. Communications

To achieve its strategic goals, Europeana needs the Network Association to be an active and vocal organisation. The Association is provided with various communication tools for information exchange between the Members Council, Management Board, Europeana Foundation and the Network members.

The [Europeana Pro site](#) is instrumental in these dissemination efforts. It is the official source of information about the Association and its activities, technical and legal information, metadata standards and case studies, as well as project outcomes. Throughout 2017, the [Europeana Pro Blogs](#) featured specific highlights of the Association activities, Task Force recommendations, Working Group deliverables and initiatives of the Network members and campaigns. They were relayed through various other communication channels. The regular dedicated Association blog series called '[Meet the Members Council](#)' will have introduced profiles of all the current Councillors by the end of 2017.

In 2017, a monthly [Network Update](#) continued to be sent to all Association members. It included the latest developments within the professional community and are endorsed by the Members Council with each Councillor taking their turn as Editor-in-Chief. Specific campaigns were also sent out through the same channels (Mailchimp, Zoho CRM). All the Updates are being archived on [Europeana Pro](#).

The [Europeana LinkedIn Group](#) has continued providing an easy way for the Network members and others to interact with each other and with the Europeana Foundation. It is open to anyone interested in Europeana; approval is granted upon request.

Campaigns

Campaigns are initiatives that are key to the cultural institutions represented in the Members Council and Europeana, and go beyond the Association requirements. In 2017, the Members Council has contributed to the ongoing Europeana [#AllezCulture](#), galvanising support for Europeana and digital heritage in general with a good following on Facebook



and Twitter by [hashtag #AllezCulture](#). Using this hashtag allies the network's campaigns with related stories in the digital cultural heritage world.

In the beginning of the year more attention was paid to text in the Europeana Collections with the [#AllezLiterature campaign](#). In the end of the year the #AllezCulture was revived with a new [campaign on migration and value of culture](#) related to the 2018 European Year of Cultural Heritage (EYCH). The Association members were encouraged to contribute to the campaign by creating a massive [@EuropeanaEU Thunderclap on Twitter](#), using hashtags #EuropeForCulture and #SoDoWe!

2. Members Council

2.1. Composition and elections

The [Members Council](#) is the body of elected representatives of the Association. It comprises of experts from various fields and communities within the European cultural, education and innovation sectors. The 2017 Members Council consists of [36 Councillors](#), 28 of whom were elected in 2016. In light of the current budget limitations, the Council meeting of July 2017 concluded that the size of the Council will remain the same in 2018 as it was in 2017. The new Councillors elected in November 2016 were introduced to the Association throughout the year in the ['Meet the Members Council' Europeana Pro blog post](#).

After having finished their 2-year term of service, Councillors can be re-elected for another term. According to the current Statutes of the Association, the Members Council term of service will be extended to 3 years for Councillors elected from 2017 onwards.

As 8 of current 36 Councillors will complete their term at the end of 2017, 8 seats will be available in this year's elections. The 2017 elections started with an [Elections campaign](#) on 21 September and resulted in [26 new candidates coming forward](#). The voting period will start on 6 December during the [AGM event](#) with a [#EuropeanaElects](#) hashtag and will run until 14 December. The results of the elections will officially be announced on 18 December 2017.

2.2. Activities

The Members Council plays a crucial role in all of the Association's activities. The role of the Members Council is to provide a formal body for representing the members within the Association, to stimulate and engage the members, to stimulate and directly or indirectly control the working of the Management Board, and to liaise between the Members and the Europeana Foundation (see the [Councillor Terms of Reference](#)).

In 2017, the Members Council was intensely involved in the discussion about the Joint Europeana Aspiration and the Association Approach. The Council endorsed highly relevant Europeana documents such as [Europeana Strategy](#) and [Business Plan 2017](#), and discussed the [Association budget](#) and [Activity Plan 2017](#). The Council approved the new [Library Working Group](#), and appointed yearly [Governance Working Group](#). During its meetings in February and July 2017, the Council approved seven Task Force proposals, and by the end of the year evaluated their midterm and final reports. The Councillors also evaluated the new formal [Terms of Reference](#) for the Council, which give a clear overview of their tasks as well as the estimation of time that the role of a Councillor requires. Finally, the Council



was asked to contribute to the development of the 2018 Europeana Business Plan, and to endorse and raise awareness of Europeana campaigns.

2.3. Meetings

Beside the regular communication over email and Basecamp, the Members Council physically meets two/three times each year. Three meetings will have taken place in 2017, recorded in official minutes and blog posts:

- 21-22 February 2017, The Hague (see the [blog](#) post and [minutes](#))
- 6-7 July 2017, Copenhagen (see the [blog](#) post and [minutes](#))
- 5 December 2017, Milan

2.4. Members Council Working Groups

[Working Groups](#) function as standing committees, addressing ongoing activities and issues of continuing relevance within the Network. There is no limited timeframe for Working Groups; they can remain in existence whilst their purpose is required. Working Groups are proposed and led by a member of the Members Council. The Working Groups's work is kept up-to-date on the Pro website to allow each Councillor to monitor development and actively participate in the running of the Association. Each Councillor is encouraged to actively participate in at least one Working Group. Six Working Groups were active in 2017:

- [Library Working Group](#)
- [#AllezCulture Working Group](#)
- [Europeana Pro Working Group](#)
- [Data Quality Working Group](#)
- [Governance Working Group](#)
- [Copyright Working Group](#)

3. Management Board

3.1. Composition and activities

The [Management Board](#) is responsible for the management of the Association. The Board oversees the activities of the Association, act as a legally responsible decision-making executive, and represent the Association on the [Governing Board of the Europeana Foundation](#).

The Management Board consists of six Board members elected by and from among the Councillors. Board members are elected for the duration of their term of service in the Members Council, which currently is two years. The new Management Board was elected by the Members Council in [January 2017](#). The Board appointed a new Chair, [Merete Sanderhoff](#), Senior Advisor at Statens Museum for Kunst, Copenhagen, Vice-Chair, [Max Kaiser](#), Head of R&D, Austrian National Library, Vienna, and a treasurer, [Paul Keller](#), Director of Kennisland, Amsterdam. All Board members had an active role in all Members Council activities and campaigns, with many of them chairing the Association Working Groups.



3.2. Meetings

The Management Board organises virtual meetings every month, as well as regular communication over email and Basecamp. In total, the Management Board met 12 times in 2017, including two physical meetings in The Hague and in Copenhagen, that took place in conjunction with the Members Council meetings. The proceedings of these meetings can be found on the [Association Updates page](#) on Pro. The Management Board members also actively participated in the [Europeana Foundation Board meetings](#).

4. Appendix: Members Council and Management Board members

4.1. Management Board 2017

[Merete Sanderhoff](#) (Chair)
[Max Kaiser](#) (Vice-Chair)
[Paul Keller](#) (Treasurer)
[Joke van der Leeuw-Roord](#)
[Johan Oomen](#)
[Uldis Zariņš](#)

4.2. Members Council 2017

Francesca Di Donato	Ellen Euler
Antje Schmidt	Olimpia Curta
Gill Hamilton	Marco de Niet
Lizzy Jongma	Georgia Angelaki
Max Kaiser	Joke van der Leeuw-Roord
Paul Keller	Johan Oomen
Jef Malliet	Marcin Werla
Cristina Roiu	Erik Buelinckx
Merete Sanderhoff	Frederik Truyen
Sorina Stanca	Barbara Fischer
Julia Katona	Karin Glasemann
Wim van Dongen	Sergiu Gordea
Vera Kriezi	Sanja Halling
Uldis Zariņš	Susan Hazan
Vladimir Alexiev	George Homs
Stephan Bartholmei	Lars Rogstad
Emmanuelle Bermès	Romain Wenz
Laura Carletti	
Reyes Carrasco Garrido	