



Europeana Network Association Management Board

Management Board meeting 4 March 2015

DECISIONS & ACTIONS

Attendees Max Kaiser (MK *Chair*), Merete Sanderhoff (MS *Vice-Chair*), Paul Keller (PK *Treasurer*), Rolf Källman (RK), Joke van der Leeuw-Roord (JLR), Johan Oomen (JO), Aubéry Escande (AE), Luis Ramos Pinto (LRP)

1. Meetings schedule

Action - LRP: create a document with all the forthcoming MB & MC meetings for the remainder of the year.

Action - LRP: extend the duration of all the regular Wednesday meetings to 90 mins.

2. Drafting Bylaws

Action - JLR: agree with Julia Fallon a new timeline for the provision of the Bylaws and draft a list of the topics that need to be addressed at the 11 March meeting.

Action - LRP: schedule a call with all Bylaws leaders 11 March 15h30 - 16h30. Provide draft agenda. Aim - address Bylaws related issues transversal to all the groups.

3. AGM

Decision - MB: AGM agenda should be increasingly focused on successful case studies and debates e.g. Ignite Talks, Best Practices, poster-sessions. Very little time should be dedicated to internal admin.

Action - LRP: provide a list of detailing how many AGM 2014 were reimbursed by projects & how many by the AGM budget.

Decision - MB: MC and MB meetings to be held the day before the AGM.

Action - LRP: create a grid with all the necessary Association activities to happen just before and during the AGM. Try to distribute these according to the roles of the MC, MB & GA.

Action - AE: to circulate Brief and AGM location/Date options once finalised

4. Pre-Foundation Board meeting & Board Meeting

Pre-Foundation Board meeting

Action - JC: prepare paper on current (legal) status of new governance structure (Governing Board) and its transition plan. Aim - For MB to understand what the role of the Association in the new governance structure and formulate its position for the FB meeting.

Agenda item: MB to debate nomination of experts to the Governing Board.

Action - LRP: draft agenda for pre-meeting.

Foundation Board meeting

Decision: MS to replace MK as Association rep at Foundation Board meeting.

Action - MK & MS: prepare in liaison with the MB the network update to be presented at the Foundation Board meeting.

5. New Pro & related Comms

Decision: MK, JLR & RK to form group to liaise with AE on how to further Network engagement via new Pro.

Action - AE: create a working-group on Network engagement via new Pro.

Action - AE: post message on the MC to see if anybody wants to join.

6. Task Forces

Action - LRP: communicate approved TF to Network to see if there is interest in participating.

Action PK & LRP: prepare working document for drafting TOR after 27 March meeting.

Decision: The main differences with TFs at this stage are:

- WG do not necessarily project the time threshold
- WG are only constituted with MC representatives (not Network members)

7. Working groups & Task Forces

For information: comms working group has been set-up.

8. Budget

Action - LRP: organise a meeting with Albert Verhaar and PK to detail Association budget for 2015.