



# Europeana Network Association Management Board

Management Board meeting 6 May 2015

## DECISIONS & ACTIONS

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

**Apologies** Johan Oomen (JO)

### 1. Review of pending actions - MK

Pending actions were reviewed and approved.

### 2. Bylaws - JLR

*Action - MB:* to write a paper on membership to send to the MC

*Action:* Bylaws to be presented to the MC

*Action - JLR:* put in a document the most important things to put into the email to send out on Monday with the Bylaws, giving the MC a period of two weeks for comments

*Action - MK:* to present information to the Foundation Board.

### 3. July Members Council meeting - LRP

*Decision - MB:* next MC meeting to take place Wednesday 8 July, coinciding with the Culture Jam conference

*Action - LRP:* Send out an email with the save the date to Susanne in CC to confirm the times

*Action - LRP:* Come up with a proposal for agenda items, ask MC for input

### 4. Update on planning the AGM - AE

*Action:* send agenda to MB next week

*Action:* have it as an agenda item in the MC meeting for update.

### 5. Association Communications - AE

*Action - AE:* update on the 1st Comms WG and next steps.

*Action - MB:* address how to best inform the Network about Foundation Board outcomes and generally MB/MC recommendations.

*Decision - MS:* to report back on the Foundation Board meeting

*Action - MS + MK:* to meet and prepare the blog updating on the governance.

*Action- AE:* to share stats on blogs.

## **6. Final incorporation of the Association**

*Action - LRP:* to present full list of the names for incorporating as the final association.

*Action - LRP:* Check on the budget against the AGM budget

*Action - LRP:* organise MB meeting the day before; set up Doodle