



GENERAL ASSEMBLY MINUTES 2019

ATTENDEES

- Management Board of Europeana Network Association, including:
 - Marco de Niet - Chair
 - Georgia Angelaki - Vice-chair
 - Fred Truyen - Treasurer
 - Sara Di Giorgio
 - Erwin Verbruggen
- Members Council and the participating Members of Europeana Network Association
- Harry Verwayen - Executive Director of Europeana Foundation
- Guests including keynote speakers

OPENING & INTRODUCTION

Highlights 2019 and Priorities 2020

The General Assembly meeting was held at the National Library of Portugal on 27 November 2019. The General Assembly session was chaired by the Management Board members and focused on important Network Association (hereinafter referred to as ENA) formalities. Marco de Niet, the Chair, welcomed everyone, gave an overview of the core governance-related matters on the agenda, and presented the minutes of the General Assembly meeting 2018. The highlights of the ENA activities were presented by Georgia Angelaki, the priorities for 2020 were outlined by Erwin Verbruggen, the financial reports were presented by Fred Truyen and the voting process was launched by Sara di Giorgio.

Georgia Angelaki summarised the highlights of the Association activities in 2019 as described in detail in the Annual Report. The ENA membership grew to over 2600 members from various areas of the sector, making the ENA a very cross-domain,

cross-disciplinary and international network. 2019 was a year of changes. The previous year, the six communities (EuropeanaTech, Research, Impact, Copyright, Education and Communicators) had been launched. These communities have now become the main vehicle that drives the ENA activities, and provide the space for curators, technologists, researchers, project managers, policymakers and educators, to come together to exchange knowledge, to learn from each other and to develop new ideas that are useful for a particular area of interest within the broader domain of digital culture.

At the end of 2018, the electoral term of many members of the former Members Council and the Management Board came to an end, and the new Council and Board were appointed in January 2019 to deal with a major challenge: to raise the level of



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engagement of the ENA members and to operationalize the communities. To that end, Councillors joined community Steering Groups as well as existing Task Forces and initiated the creation of annual community work plans. Each community also established new or expanded the use of previous communication tools for collaboration with each other and with the broader public. The communities through their Steering Groups were also the driving force behind this

year's Europeana conference, which showcases and celebrates the work we do as a network - the conference programme as well as the pre-conference events were designed by the communities for the communities. Georgia then highlighted a couple of key activities of each of the community in 2020.

This year, the major themes on ENA's agenda were digital transformation and development of the new Europeana Strategy. One of the outstanding initiatives of the Council was raising a strong voice for the relevance of the climate change action within our network, which resulted in making this conference as environmentally friendly as possible, setting a new precedent for the Europeana events in the future. The Management Board over the past year strived to grow and empower ENA by creating a vision, overseeing the communities' work progress, contributing to the formation of the new Europeana Strategy by working with Merete Sanderhoff as the ENA representative on the DCHE Expert Group, and providing input to Europeana Foundation's strategy, vision and mission and the new Foundation governance structure.

The work of the communities has started to produce solid results on many levels including networking, knowledge sharing, development of tools and best practices, cross-community fertilisation and capacity building contributing significantly to the sector's digital transformation. The rest of the conference will showcase these 2019 achievements and will hopefully give impetus to achieve even more as a network in the year to come. Georgia reminded the present members that there are several ways they can participate in the communities by proposing or participating in a Task Force, running events and spreading the word about the communities, ENA and Europeana.

Erwin Verbruggen presented the audience with the main ENA priorities for 2020 as described in the Activity Plan. He outlined four pillars around which the ENA will focus its priorities: make the Europeana platform more widely used, make the Europeana community more widely known, build a network that raises awareness of the work Europeana does, and multiply the knowledge and services that result

from this work. Erwin summarised key objectives planned in specific periods of 2020 - among others: community work plans approval (March), ENA satisfaction and impact assessment survey (March), membership campaign (April-October), and Members Council election campaign (September-November).

Prior to the approval process of the formal documents, Sara di Giorgio underlined the requirement of the Dutch law 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 2018, financial reports, annual report 2019 and activity plan for 2020. Therefore, every decision taken in this meeting will be accepted provisionally, on the condition that a majority of the voting ENA votes in favour thereof during the following electronic voting period.

APPROVAL OF FORMAL DOCUMENTS

Minutes of the General Assembly meeting 2018

[Minutes of the General Assembly meeting 2018](#)

The General Assembly was invited to ask questions, comment and approve the minutes of Europeana General Assembly Meeting 2018 by raising hands. The Members raised hands and approved the minutes, 3 absentions were recorded.

Annual Report 2019 and Activity Plan 2020

[Network Association Annual Report 2019](#)

[Network Association Activity Plan 2020](#)

Following the presentations, the General Assembly was invited to approve the Annual Report 2019 and Activity Plan 2020. The Members raised hands and approved both documents.

Financial Reports

[Network Association Financial report 2018](#)

[Network Association Provisional Budget 2020](#)

Fred Truyen presented a Financial Report for 2018, and provided a 2019 budget update together with a proposed budget for 2020.

The 2018 budget was approved by the ENA General Assembly on 6 December 2017. The ENA operational budget consisted of travel costs related to the Members Council, other costs (elections and meeting related costs), and funding for Task Forces. In total, the Association spent €6.838 less than budgeted. This underspend was primarily due to the Task Forces spending significantly less than anticipated. The overspend on other costs mainly consists of venue and catering costs for the Members Council meetings and was partially balanced by a corresponding underspend for travel costs.

The 2019 budget for the ENA is provided from the Europeana Digital Service Infrastructure project (DSI4) set for 2019 and 2020 and consists of travel costs related to the Members Council and Management Board; other costs (elections and meeting related costs); and funding for the ENA Communities and Task Forces. So far, the Association has spent €6.900 less than budgeted and it is foreseen that up to 90% of the budget will be spent by the end of the year. The underspend is primarily due to the communities and Task Forces spending less than anticipated. The overspend on the travel and meeting costs of the Members Council and Management Board is due to organising two additional physical Board meetings in Leiden (February 2019) and in Frankfurt (September 2019). Other costs mainly consist of costs for elections and promotional material, and are lower this year compared to 2018.

Launch of 2019 electronic voting

The proposal for 2020 is based on a contribution from the Europeana Foundation to the activities of the ENA in the same amount of €49.500 as the previous year. All funding for the 2020 budget comes from the Europeana DSI4 budget and has been secured at this stage. We are expected to spend around €24.000 on Members Council and Management Board travel related costs; €2.500 on other costs; and €23.000 on the costs of the Communities and Task Forces.

The General Assembly was invited to approve the Financial Report for 2018 together with a proposed budget for 2020. The Members raised hands and approved the reports.

This year there will be no Members Council elections, but the voting process was initiated during this session and would be open for a week. Sara invited the present ENA members to cast their vote electronically as well, and to contact network@europeana.eu in case of any problem with the voting email or the URL link.



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