



Europeana Network Association Management Board

MB Meeting 5 December 2018, 16:00 - 18:00 CET
Physical meeting

Minutes

Attendees Merete Sanderhoff (MS, Chair), Max Kaiser (MK), Paul Keller (PK), Uldis Zarins (UZ), Harry Verwayen (HV), Zuzana Malicherova (ZM), Victor-Jan Vos (VJV)

Apologies Joke van der Leeuw-Roord (JvdLR), Johan Oomen (JO)

Actions

- **Action 1: ZM - to share the minutes of the previous and this MB meeting with the MC and on Pro.**
- **Action 2: MS - to inform the MC about her role of a DCHE Sub-group observer to the MB.**

1. Review of minutes and pending actions from MB meeting of 5 November

The minutes were reviewed and the action points from the previous meeting were completed.

→ **Action 1:** ZM - to share the minutes of the previous and this MB meeting with the MC and on Pro.

2. MC meeting 4 December

- [Agenda and preparing the session on AGM's 'Community panel discussions'](#)

The Board reviewed the MC meeting agenda and clarified its planning.

The Board then discussed the first meeting of the DCHE Sub-group in November, which was dedicated to specifying its mandate and topics such as 3D. The Board decided that in order for the MB and MC to keep informed and consulted about the activities of the Sub-group, MS should be contacted by the new MB and attend their calls before (and possibly after) the Sub-group meetings. In that way MS can have a special status of an observer/non-voting member of the MB. Around 10-15 minutes of the MB meetings preceding and following the Sub-group meeting should be dedicated to MS informing the Board about the latest developments. This will allow the ENA to have a voice in the Sub-group.

Meeting dates for DCHE + Sub-group 2019:

- 28 February 2019 – 2nd Sub-group on Europeana meeting

- 7-8 May 2019 – the 5th DCHE expert group meeting directly followed by the 3rd Sub-group on Europeana meeting on the second day
- 19 September 2019 – 4th Sub-group on Europeana meeting
- 25-26 November 2019 – the 6th DCHE expert group meeting directly followed by the 5th Sub-group on Europeana meeting on the second day

→ **Action 2:** MS - to inform the MC about her role of a DCHE Sub-group observer to the MB.

3. AGM and GA 2018

- [Programme and planning of the GA preparation](#)

The Board discussed the planning of the AGM and GA session on 5 December. MS would introduce the community concept, which would be followed by MdN moderating the communities panel session. He would brief the MC and prepare for the session during the MC meeting on 4 December. The attendees would then have an opportunity to talk to the community managers and chairs during lunch. Launch of the communities can be considered a big achievement of this MC and MB. MS agreed to take over JvdLR's role of a GA moderator.

4. MC elections 2018

- [Update on elections campaign and electoral process](#)

5. Recurrent agenda items

PK agreed to present the ENA budget update to the MC and at the GA session the following two days.

There were about 40 membership requests in the month of November, probably in relation to the AGM and MC elections

6. AOB

- [Planning of MB elections](#)

The Board reviewed the planning and procedure of the MB elections. Councillors will be invited to step forward on 18 December when the MC election results will be published, and the Councillors will have time to react and campaign from 7 January until 21 on Basecamp. The voting will take place on 21-27 January.

- Handover to the new Board

The physical meeting of the new and old Board will take place on 20 February 2019, and the Secretariat will ask the MB election candidates to block this date in their agendas in advance.