Europeana Network Association - Members Council
Meeting 3 Nov 2015, Pakhuis de Zwijger, Amsterdam

Attendees

René Capovin (RC), Francesca Di Donato (FD), Wim van Dongen (WD), Jiří Frank (JF), Jonathan Gray (JG), Gill Hamilton (GH), Kerstin Herlt (KH), Lizzy Jongma (LJ), Max Kaiser (MK – Chair), Paul Keller (PK – Treasurer), Breandán Knowlton (BK; until 12:28), Rolf Källman (RK – Board member), Aranzazu Lafuente Urién (ALU), Joke van der Leeuw-Roord (JLR – Board Member), Jef Malliet (JM), Johan Oomen (JO – Board Member), Merete Sanderhoff (MS – Vice-Chair), Olivier Schulbaum (OS), Sorina Stanca (SS), Sašo Zagoranski (SZ), Uldis Zariņš (UZ)

Apologies

Kerstin Arnold, Rosella Caffo, Louise Edwards, Jana Hoffmann.

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Jill Cousins (JC), Aubéry Escande (AE), Ylva Klaassen (YK), Luis Ramos Pinto (LRP)

Other participants

Tjeerd de Boer (TB; OCW: Ministerie van Onderwijs, Cultuur en Wetenschap/Ministry of Education, Culture & Science of The Netherlands)

The meeting started at 9.38 CEST. **MK** highlighted the achievements of the Association over the last year: the Statutes and By-laws are in place, the Task Forces are working well, and the Association played an instrumental role of in developing Europeana's 2016 Business Plan. The aim of this meeting is to briefly recap on the Association's activities of 2015 and to review the role of the Association in 2016 and 2017 against the Business Plan 2016.

1. Association Achievements 2015

1.1. Governance

JLR reviewed the governance achievements to date.

- **Procedures**: the relevant procedures now in place.
- **By-laws**: these were approved by the MC at the July meeting in Vienna; they do not formally have to be approved by the General Assembly (GA). However, as we feel that all Association Members should have a say in the initial set-up of the Association, we will ask them to endorse the By-laws, as well as the Europeana 2016 Business Plan (which only requires approval by the Foundation Governing Board) in the voting form. If many Members do not endorse these documents, it's something for us to think about.
- **Statutes**: in Vienna the MC agreed to change article 28.4 of the Statutes, to allow the Association to qualify for ANBI (charity) status under Dutch law. Members will be asked to agree/disagree to this change in the voting form.
- **Statutes & Elections**: in Vienna the MC proposed to remove article 13.7 from the Statutes, as the article restricted decision-making (and hence voting for new Councillors) to the weeks *prior to* the meeting of the GA and ruled out the possibility of having elections in the week

following the AGM. It turned out, however, that Dutch law does not allow for decision-making *after* a GA meeting, which means that the AGM cannot be considered a formal meeting of the GA. Following our notary's advice it was decided to proceed with the elections according to the timeframe communicated publicly, but to ask all voters to give a power of attorney to the members of the Management Board to ratify the voting results in a GA taking place one week after the AGM. Next year we will probably have to follow the same procedure.

- **Elections**: procedures are in place, as well as an online voting form which will go live during RK's presentation on the elections at the AGM. The voting form allows every Member eligible to vote to 1) vote for up to 3 Councillors; 2) agree/disagree to the amendment of article 28.4 of the Statutes; 3) to endorse/not endorse the By-laws and Europeana Business Plan 2016. Voting is open until the end of 9 November and the results will be announced on 24 November. The Elections WG decided that the 7 individual candidates who received the most votes will be elected as new Councillors, regardless of whether they represent a majority of the overall votes. The Elections WG continued as the Voting WG and will evaluate the elections and come up with recommendations.
- **The MC** expressed their gratitude to JLR for her efforts.

→ **ACTION**: Elections WG to evaluate the elections and come up with recommendations.

1.2. Activities and Comms

AE went over the Association Half-Year Activity Plan and recapped on the main activities and (comms) campaigns. An activity plan for 2016 is being prepared.

- **Membership**: we launched a membership campaign in June, asking all 1,850 Network Members to opt in to the new Association by approving the Statutes and updating their personal details. Our target for the end of 2015 was 1,200 and we are now at 1,230; we will continue the campaign over 2016 *[update: the number mid-Jan 2016 is 1,329]*. The original target of 5,000 by 2020 might just be too ambitious; we'll focus on engagement and wide reach through networks of relevance(see below).
- **Elections:** an Elections campaign took place in September, with RK as its champion. The 30 candidates for the Members Council represent a wide range of sectors and countries. 1,181 Members are eligible to vote in the elections.
- **AGM**: LJ and JO championed this year's AGM campaign. 240 participants have registered so far (on a target of 200) and we have 12 Ignite Talks.
- **Communications & Tools**: several comms tools are being used to reach out to the Association: a monthly Newsletter, blogs on Europeana Pro, and spaces on Twitter and LinkedIn. The implementation of a new CRM allows us to have a better overview and to directly target specific groups. Three Topical Campaigns were conducted in 2015; of those, Europeana 280 and the Copyright Reform will continue in 2016 and will need your support. We pause work on the inclusion of culture in the Digital Single Market for now; new topics to be projected later.
- **Expanding the reach of the Network Association**: in order to maximise the reach of the Association as a 'network of networks', we are investigating our connections in other domains and organisations. Please populate the form with your info.

→ **ACTION**: All MC members to populate this form with their info.

1.3. Budget

PK presented an update on the Association's budget.

- **2015 Budget**: We have only spent around €23k of the €67,500 budget for 2015, and expect to spend an additional €10k towards the end of 2015. For the estimated underspent of €35k, **PK and LRP** propose re-allocating €25k to the 2016 budget and giving €10k back to the Europeana Foundation for distribution among the DSI partners. This amendment will be proposed to the Members at the AGM.
- **2016 Budget**: Next year's budget is €55k, with €25k of that deriving from the DSI1 money (to be spent before 31 May 2016) and €30k probably from DSI2. Proposed allocation: €30k for Task Forces (4 TFs x 7.5), €13.5k for MC meetings (2 physical meetings); €2.5k other costs. From now on we'll have an annual cycle starting with the budget being approved at the AGM of the preceding year and ending with reporting at the first MC of the following year.

2. Europeana Business Plan 2016

JC presented the main objectives of the 2016 (draft) Business Plan. The emphasis is on continuing to focus rather than exploring new activities; the four goals are 'Create value for partners', 'Improve data quality', 'Open the data', and 'Strengthen the organization'. Harry Verwayen will present the draft BP to the Members at the AGM. There is still some uncertainty regarding the method of future funding of Europeana Foundation (through grants or procurement) and hence of the Association.

JM asked about the inclusion of collectives such as the EuropeanaTech and Labs communities within the Association. **AE** explained that these were targeted with specific Association membership campaigns.

3. Europeana and the Dutch Presidency

TB presented the Ministry's plans for the Dutch Presidency in relation to Europeana.

- **Council Conclusions**: The Netherlands conducted a survey among all Member States on Europeana and the broader cultural heritage landscape, regarding the issues of mission, governance and sustainability. The Culture Committee is now writing conclusions to be presented to the MS ministers at the next meeting of the [Education, Youth, Culture and Sports Council](#) (EYCS) in May 2016. The MC is invited to contribute their ideas and concerns (see this thread on Basecamp). **TB** thinks that the Conclusions will probably not indicate a direction vastly different from Europeana's Strategy. Copyright reform is not likely to be a focus point. **UZ** encouraged the Councillors to engage with their national members of the Culture Committee and to offer advice.
- **Conference**: Organisation of a conference on digital chances for cultural heritage, to take place on 29-30 June 2016. Central themes will be visibility, use and re-use, as well as cross-domain cooperation.

➔ **ACTION**: the MC to send input for the Council Conclusions to TD before 1 December 2015 *[done]*.
➔ **ACTION**: AE/YK to ask TB for the list of members of the Culture Committee.

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4. MC input for Europeana Network Association 2016

JC invited the MC to become involved in running a sustainability campaign next year, focusing on financial sustainability and the relevance of Europeana's vision and digital cultural heritage. A Working Group will be set up to create and implement the campaign, and the Association should be involved from the start. The first step is to understand the landscape Europeana is operating in; the MC were invited to note down their ideas on post-its and stick it to the sustainability canvas. **JC** provided some information on Europeana's financial situation, vision and strategy for context; a discussion on the Councillors' input followed. MS, MK, JO, JLR, LJ, SS, UZ, OS and JF volunteered for the WG; from the Office side Eleanor Kenny and someone from the Network team will be involved. A campaign plan should be formulated before the next MC meeting

→ **ACTION**: Sustainability TF to formulate a campaign plan before the next MC meeting in February.

5. MC input for Europeana Network Association 2017

Postponed due to meeting timing.

6. Dates of next physical meeting

The next physical meeting of the MC will comprise two half days, sometime in February, and will be hosted by MS at the Statens Museum for Kunst. **YK** will set up a Doodle poll to investigate availability. *[Update Jan 2016: dates of next meeting are Feb 22-23; the MC meeting will start at - 13:30 on the 22 and end at 15:00 on the 23]*

→ **ACTION**: YK to set up a Doodle poll for the next MC meeting *[done]*.

7. A.O.B.

- **AGM 2016**: The AGM WG decided that the AGM 2016 will be held in Riga at the end of October or 2nd week of November. We might consider doing another event in Prague, which was the other option for the AGM. **YK** will set up a Doodle to decide on the dates of the AGM. [Done; the AGM will take place at the LNB in Latvia on 8 & 9 - Nov. 2016 (with pre-meetings on the 7)
- **Network Coordination**: **LRP** will be leaving Europeana and the Network coordination will be taken up by YK. **MK** thanked LRP on behalf of the MC for all his work.
- **Presents**: all Councillors received a token of gratitude from Europeana for their work and dedication.

→ **ACTION**: YK to set up a Doodle poll for the dates of the AGM 2016 *[done]*.

The meeting was closed at 12:59 CET.

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