Europeana Network Association Management Board
Management Board meeting 1 July 2015

DECIIONS & 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
MK asked if the Bylaws were ready to be ratified by the next MC meeting? JLR replied yes, but point 13.7 has to be changed.
Action JLR - revise point 13.7 of the Statutes
Action MK - email the MC that they will be required to vote on the Bylaws at the next meeting.
Action - LRP: add as an agenda procedural steps (with emphasis on elections) working-group.

3. July Members Council meeting - MK
A discussion on the number of seats ensued. There was general agreement that the Members Council for next year shouldn’t exceed 30 seats.
Action - AE: to fit in session on the identification of MC roles.
Action - AE: to include topic of communications requirements (twitter accounts etc.) on MC agenda
Action - LRP: add link to the complete survey results.

4. Update on membership Campaign - AE & CRM - LRP
Action - LRP: look into providing flipcharts and the likes for break-out sessions of the MC meeting.
Action - LRP: keep MC updated on a monthly basis on the number of registrations the list for the members to be approved. Apply the rule of exception.

5. Updated on planning the AGM - AE
Action - AE: to approach Olivier Schulbaum to do the AGM updates.
6. **Working-groups & Task Forces - PK**

*Action - LRP:* to circulate TF and working group TOR to the MB.

*Action - PK:* to circulate final TF and Working-group TOR to the MC prior to the meeting.

7. **AOB**

*Action - LRP:* chase MC for participation in the procedural session in the morning.

*Action - LRP:* organise an informal meeting on the Tuesday the night before the MC meeting.

*Action - JC:* to do an update on the new governance structure on PRO.