



Europeana Network Association Management Board

MB Meeting 4 January 2018, 11:30-13:00 CET
Teleconference

Minutes

Attendees Merete Sanderhoff (MS, Chair), Joke van der Leeuw-Roord (JvdLR), Johan Oomen (JO), Paul Keller (PK), Uldis Zarins (UZ), Jill Cousins (JC), Harry Verwayen (HV), Zuzana Malicherova (ZM), Victor-Jan Vos (VJV)

Apologies Max Kaiser (MK)

Actions

- Action 1: ZM - to share the minutes of the previous and this MB meeting with the MC and on Pro.
- Action 2: ZM - to check the survey results and their visualisation and share them with the MC.
- Action 3: Europeana Office - to prepare input for the physical MB meeting in February regarding lessons learnt, reflections on the current ENA set-up, priorities and ideas for improvement in 2018.
- Action 4: MB - to consider the further set-up of the #AllezCulture WG and ways to involve more motivated members.
- Action 5: MB - to consider and get inspired by how other networks operate and motivate people to contribute.
- Action 6: HV - to prepare slides on Business Plan 2018 for the physical MB meeting in February.
- Action 7: JC/HV + JO, PK & JvdLR - to send an email on active involvement of Europeana and follow-up with all the persons responsible for organisation of the EYCH in the Netherlands.
- Action 8: HV - to be present at the EYCH kick-off in Amsterdam on 26 January.
- Action 9: JvdLR/ZM - to facilitate the creation of the Governance WG report on the lessons learnt in voting and elections 2017, and share the revised Statutes publicly.
- Action 10: VJV/ZM - to share a proposal for the TF Evaluation Committee with UZ and the MB.
- Action 11: ZM - to contact JM and the rest of the TF Chairs who need to submit their final recommendations as soon as possible.
- Action 12 (ongoing): TvH - to check whether people with suspicious membership requests were coming to the AGM, and whether she can do preliminary email checks.
- Action 13: MS - to inform the MC about the date and place of their meeting and travel arrangements.
- Action 14: MS - to draft agenda for the February MB meeting based on discussed priorities.

1. Review of minutes and pending actions from MB meeting 01/12/2017

The Board reviewed and approved the minutes and pending actions of the previous meeting. Actions 1, 2, and 4 are ongoing, the rest is completed.

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

2. [AGM 2017](#) and [MC meeting in Milan](#)

- [General feedback on meetings and results of AGM survey](#)

The Board agreed that the morning of the MC meeting went well, while the afternoon sessions could have been more fruitful. Some Councillors expressed the opinion that they would like their presence and specific competences utilized more actively. This will be addressed in forthcoming agendas for MC meetings in 2018 and ahead. The AGM was considered a real success with the survey showing excellent ratings.

→ **Action 2:** ZM - to check the survey results and their visualisation and share them with the MC.

- *Priorities for 2018 and next steps*

The MB is drafting a document with Priorities and Next Steps for 2018 which will serve as a starting point for discussion at the physical MB meeting in February - HV can add a few slides on Business Plan 2018 to it by the last week of January. The MB can reflect on that and derive more concrete steps from the meeting. Since the Office will not be present at this MB meeting, it will provide input regarding the Business Plan, lessons learnt, reflections on how Europeana ecosystem worked before the set-up of ENA compared to presence, current priorities for ENA, and ideas for improvement in 2018. Concerning the MC, JC reminded the Board to keep in mind the amount of work dedicated to communication efforts on the side of the Office towards the MC - the Councillors want their expertise to be utilized but it would be good if they were even more responsive. The MB will critically reflect on what has been working out well and what has not, and address all the existing issues.

→ **Action 3:** Europeana Office - to prepare input for the physical MB meeting in February regarding lessons learnt, reflections on the current ENA set-up, priorities and ideas for improvement in 2018.

→ **Action 4:** MB - to consider the further set-up of the #AllezCulture WG and ways to involve more motivated members.

→ **Action 5:** MB - to consider and get inspired by how other networks operate and motivate people to contribute.

→ **Action 6:** HV - to prepare slides on Business Plan 2018 for the physical MB meeting in February.

3. ENA in 2018 European Year of Cultural Heritage (EYCH)

There has been no update since the MC meeting in Milan. The activities related to the 2018 EYCH need to be facilitated with the MC. The EYCH kick-off in the Netherlands will take place in

Amsterdam on 26 January, Europeana should be present. JO suggested that since the Dutch Ministry of Education, Culture and Science aims to come up with funding opportunities, Europeana could approach ROC Mondriaan for cooperation, and possibly get some funding for the Europeana Tech Conference. According to JC, it is still unclear who the person in charge for the Netherlands will be. The Tech Conference has to be included in the EYCH as it takes place in the Netherlands, more ideas for activities are welcome. Every country organises the EYCH on its own without an active steering and coordination at the EU-level. Europeana can fill that gap and give the organisation of the Year a pan-European feel.

→ **Action 7:** JC/HV + JO, PK & JvdLR - to send an email on active involvement of Europeana and follow-up with all the persons responsible for organisation of the EYCH in the Netherlands.

→ **Action 8:** HV - to be present at the EYCH kick-off in Amsterdam on 26 January.

4. Network Association Budget update

- Future sustainability of ENA in light of current budget limitations / new ways of supporting ENA budget

The debate was postponed for the next meeting, when expenses for Milan meetings will be finalized for the financial closure of 2017.

5. Governance WG - update on Statutes change

JvdLR has been in contact with notary, the formal implementation of Statutes changes is being finalized. MS was asked by Christian Nyhus Andreassen to have access to the revised Statutes. MS will inform JC and HV on details of her discussion with him.

→ **Action 9:** JvdLR/ZM - to facilitate the creation of the Governance WG report on the lessons learnt in voting and elections 2017, and share the revised Statutes publicly.

6. Task Forces and Working Groups - progress update

VJV and ZM started drafting a concrete proposal for the TF Evaluation Committee based on discussions of the MC meeting in Milan. The remaining TFs from last year will be approached to finalize their reports and recommendations, particularly the Network Participation TF, whose recommendations should focus on ways to re-activate ENA. There is no need for lengthy reports but instead, clear recommendations that can serve as a further source of discussion for the next MB meeting.

→ **Action 10:** VJV/ZM - to share a proposal for the TF Evaluation Committee with UZ and the MB.

→ **Action 11:** ZM - to contact JM and the rest of the TF Chairs who need to submit their final recommendations as soon as possible.

7. Recurrent agenda items / AOB

- Approval of new membership requests

→ **Action 12 (ongoing):** TvH - to check whether people with suspicious membership requests were coming to the AGM, and whether she can do preliminary email checks.

8. AOB - All

- 1. MC meeting of 2018

The Board decided to have a 1-day MC meeting on 6 March in The Hague, from 9:00 to 16:00 o'clock. JC is leaving Europeana the day before, the MC will therefore be suggested to arrive early enough to join the MB and the Office for a goodbye drink.

→ **Action 13:** MS - to inform the MC about the date and place of their meeting and travel arrangements.

- MB physical meeting

The Board decided to agree on the final date and venue for their next meeting by email. The date will be 21 February.

→ **Action 14:** MS - to draft agenda for the February MB meeting based on discussed priorities.