

**Minutes**

**Attendees** Merete Sanderhoff (MS, Chair), Joke van der Leeuw-Roord (JvdLR), Johan Oomen (JO), Paul Keller (PK), Uldis Zarins (UZ), 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 - share the outcomes of the AGM survey with the MB.**
- **Action 3: MB - to discuss inactivity of MC members and raise this issue at this next MC meeting, making it explicit what is expected of them.**
- **Action 4: MS - to ask the new Board members to formulate their questions regarding the MB prior to their handover meeting.**
- **Action 5: MB - each Board member to write down their thoughts and practical advice, which will be collected and turned to a common document, and discuss together the handover meeting.**
- **Action 6: ZM - to ask the new Board members to consider their roles in light of the amount of work expected, especially from the chair.**

**1. Review of minutes and pending actions from MB meeting 3 December**

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. Re-cap on [AGM](#) and [MC meeting](#) in Vienna**

The Board members agreed that both meetings in Vienna went well, and were happy with a very positive ambience and a vibrant community feel. The EC also expressed satisfaction with the AGM.

The Board reflected on the current Pro website setup and available electronic tools as remaining main challenges for the new Board and Council to address.

→ **Action 2:** ZM - share the outcomes of the AGM survey with the MB.

### 3. Re-cap on [MC elections](#) and MB elections

The Board was pleased with both the election procedure and results. The whole electoral process went well. The only concern was that 5 elected Councillors didn't vote. This is an issue that should be seriously addressed at the next MC meeting.

→ **Action 3:** MB - to discuss inactivity of MC members in key areas such as voting, and raise this issue at this next MC meeting, making it explicit what is expected of them.

### 4. Preparing [handover to the new Board](#)

The aim of the physical MB meeting will be to transfer the knowledge that the previous Board has accumulated over the four years and give useful insights and advices regarding both strategic thinking (around 5 discussion points) and practical tasks (around 10). The new chair, vice-chair and treasurer will be elected in the afternoon of the meeting. If needed, PK can do the handover to the new treasurer in person on 4 March on the occasion of the EF Gov. Board meeting.

→ **Action 4:** MS - to ask the new Board members to formulate their questions regarding the MB prior to their handover meeting.

→ **Action 5:** MB - each Board member to write down their thoughts and practical advice, which will be collected and turned to a common document, and discuss together the handover meeting.

→ **Action 6:** ZM - to ask the new Board members to consider their roles in light of the amount of work expected, especially from the chair.

### 5. Recurrent agenda items

- [ENA budget update](#)

Due to the internal EF audition process, PK will deliver the final numbers for 2018 at the meeting on 20 February. They are expected to be in line with the predictions.

- [ENA Communities, TFs and WGs](#)

Four TFs that were running in 2018 have ended/are about to end. The office has been working on operationalizing the process for communities in terms of registration and communication channels, and will send out a promotional message to the ENA members around mid February.

- [Approval of new membership requests](#)

The new Board should discuss the strategy to admit and attract active ENA members.

## **6. AOB**

The next meeting of the DCHE Subgroup will take place on 28 February. HV will be there to address the vision behind the strategic plan for Europeana. We need to clarify how the new strategy differs from the previous one.