

MB Meeting 1 September 2021, 14:00 - 15:30 CET

[Google Meet](#)

## MINUTES

**Attendees** Susan Hazan (SH, Chair), Rob Davies (RD), Milena Dobрева (MD), Alexandra Angeletaki (AA), Marco de Niet (MdN), Zuzana Malicherova (ZM), Julia Fallon (JF), Gina van der Linden (GvdL)

**Apologies** Fred Truyen (FT), Georgia Angelaki (GA)

### Actions

- **Action 2021-38: MB - to come up with a template for a buddy system and look for volunteers.**
- **Action 2021-39: GvdL - to create an event brief with a draft programme structure.**
- **Action 2021-40: MB - to review the DSI year 4 planning for ENA.**
- **Action 2021-41: AA & MD - to outline an idea of setting up a dedicated MC group to engage ENA and MC members more actively.**

### 1. Approval of minutes and pending actions from 15 July 2021

Decision: the minutes of the last meeting were reviewed and approved. Various action points remain ongoing.

### 2. 2021 ENA General Assembly (GA) planning

- *Discussion: Meeting format and structure*

It is up to the Board to decide on the structure and to create the programme and the EF will help with the organisation of the GA.

The programme should include:

- Introduction of Europeana, ENA and communities to the new members, explanation of the governance - MdN volunteered to lead this as a broadcasting session with Q&A
- Presentation of this year's ENA achievements and activity highlights showing a sense of pride
- Explaining to people how they can contribute to the ENA and Europeana Strategy formation and inviting them to propose ideas - led by RD
- Video to be created to describe how ENA, Communities and TF's work (SH)
- Approval of the formal documents and elections kick off
- Afternoon Community sessions (plenary or parallel)

- Social event at the end of the day using <https://www.gather.town/> - MdN volunteered to lead this.

At the Europeana conference, the communities will be able to form a substantial part of the programme by submitting their own proposals (the community SG representatives are also members of the Conference Selection and Programme Committee). Since communities have been submitting a substantial amount of conference proposals, they could present themselves in a way that can attract potential new members to ENA at/after the conference.

At the GA, the attending members should be given an opportunity to contribute to the ENA and Europeana Strategy formation, and asked what ENA can do better/more to deliver the Europeana Strategy. The new members should ideally be offered some kind of toolkit including videos and a buddy system (multilingual if possible) - this could be set up at the GA and run during the conference.

The sessions should be organised in an interactive way that would not be boring for longstanding members but also not confusing for the new ones. One option would be to separate the sessions according to interest and level of experience with ENA. The members will be asked to register on Eventbrite, which can be used to ask them certain questions in advance to identify their average level of knowledge of ENA. It would also be useful to start one of the sessions with a Mentimeter asking people to indicate which community they are members of and show how many members from among the attendees each community has in a similar way it was done by MdN and JF at the Lisbon AGM. This would allow people to cluster and identify with each other, and for the ENA to collect this data.

The Board distributed the work on documentation and agreed on the proposed MC election timeline as indicated in the overview document. 27 of the current Councillors need to step down, 18 can be re-elected.

→ **Action 2021-38:** MB - to come up with a template for a buddy system and look for volunteers.

→ **Action 2021-39:** GvdL - to create an event brief with a draft programme structure.

### 3. Recurrent agenda items

- Approval of new membership requests

There were around 60 membership requests, no special pattern was observed.

- Updates from the EF SB/AB

The last update from the SB was provided by MdN on Basecamp; there has been no other meeting since then. The SB is currently actively looking for its Chair and treasurer/ Board member. The work of the AB agreeing on processes and procedures as well as contributing to the NEB, which is led by Mike Edson, is still building up its momentum and will be shared with the MB at a later stage. The present members observed that the initial energy tends to fade away with time in various Europeana and ENA activities.

#### 4. Discussion: Cross-Initiative activities

- Update: DSI planning Sept 2021 - Aug 2022

JF has prepared an overview of planned activities that the EF aims to undertake to support the ENA within the DSI Implementation Plan, and will shortly provide a written update to the Board on Basecamp. Some of these activities will be presented to the Europeana EC project officer who will be asked to give feedback. 50% of the current DSI work package 3. "Nurture Networks" revolves around ENA. The activities are subject to change pending feedback from the EC.

→ **Action 2021-40:** MB - to review the DSI year 4 planning for ENA.

- Update: Establishing regular EF, ENA & EAF meetings

The representatives of the EF, ENA and EAF will engage in regular meetings to discuss strategic issues of common interest. The MB and EAF SG will have a meeting again in October 2021.

- Update: Community Pact - next steps

The process of articulating values and definition of a safe and supportive online environment, as well as what members of the Europeana ecosystem expect from themselves and what to do if they don't live up to those articulated values, was rounded up. The ENA CoC was used as a basis to create the Pact but some of the EF and EAF members weren't ready to define some of its aspects in detail. The EF is now in conversation with Lauren about how to make further progress with the Pact - a unified EI CoC could be developed in collaboration with her. On the occasion of the Europeana conference, a training on moderating and creating safe space can be offered to the EF staff, MC and the EAF.

- Update & discussion: D&I TF recruitment

The recruitment process has stalled over the summer, possibly because it hasn't been clear what the requirements and duties of a TF member would be. The MC will be invited one more time to join the TF - it was the Councillors who asked for this initiative to take place but now there is a lack of volunteers.

→ **Action 2021-41:** AA & MD - to outline an idea of setting up a dedicated MC group to engage ENA and MC members more actively.

- Update: Climate Promise

The Climate Action Group together with the EF representatives have made good progress with the work on the common Europeana manifesto and shared principles, based on which the community will be set up. The Climate Promise will be announced at the GA, it remains to be defined how it should be called and whether people should sign in as individuals or on behalf of their institutions.