



# Europeana Network Association Members Council

Members Council Meeting July 5-6, 2018  
Europeana Head Office, National Library of the Netherlands, The Hague

## MINUTES

### Venue

Meeting room: Koopman (I5-200)

### Wifi access

Network: Vergader

Password: Rembrandt1606

### Minutes

Minutes of last meeting (6 March 2018, The Hague)

### Councillors

Georgia Angelaki (GA), Stephan Bartholmei (SB), Erik Buelinckx (EBu), Francesca Di Donato (FdD), Kate Fernie (KF), Barbara Fischer (BF), Sara Di Giorgio (SdG), Sergiu Gordea (SG), Susan Hazan (SJH), Max Kaiser (MK), Paul Keller (PK), Vera Kriezi (VK), Joke van der Leeuw-Roord (JvdLR), Jef Malliet (JM), Marco de Niet (MdN), Johan Oomen (JO), Cristina Roiu (CR), Merete Sanderhoff (MS), Peter Soemers (PS), Marco Streefkerk (MSt), Olimpia Curta (OC), Karin Glasemann (KG), Uldis Zarins (UZ)

### Europeana office

Harry Verwayen (HV), Zuzana Malicherova (ZM), Victor-Jan Vos (VJV), Gina van der Linden (GvdL)

### Apologies

Ellen Euler (EE), Lizzy Jongma (LJ), Wim van Dongen (WvD), Gill Hamilton (GHa), Julia Katona (JK), Lars Rogstad (LR), Sorina Stanca (SS), Sergiu Gordea (SG - 6 July), Victor-Jan Vos (VJV - 6 July), Antje Schmidt (AS), Fred Truyen (FT), Romain Wenz (RW), Sanja Halling (SH), Laura Carletti (LC), George Homs (GHo)

## 1. Welcome, apologies, setting the scene

MS welcomed everyone. She explained that since the last meeting, the Management Board (MB) and the Office have been reflecting on how to structure the Europeana and Network communities and make them work based on common collaborative efforts. Therefore, the main focus of this meeting was to work on strengthening these communities in a plenary discussion and in breakout groups. The other main points of the agenda were Europeana in the new Multiannual Financial Framework (MFF), preparing the ENA for the governance shift, and update on the ENA budget, Task Forces and Working Groups' work.

- **Minutes and actions from previous meeting**

The Council reviewed the action points of the previous meeting and approved them together with the meeting minutes.

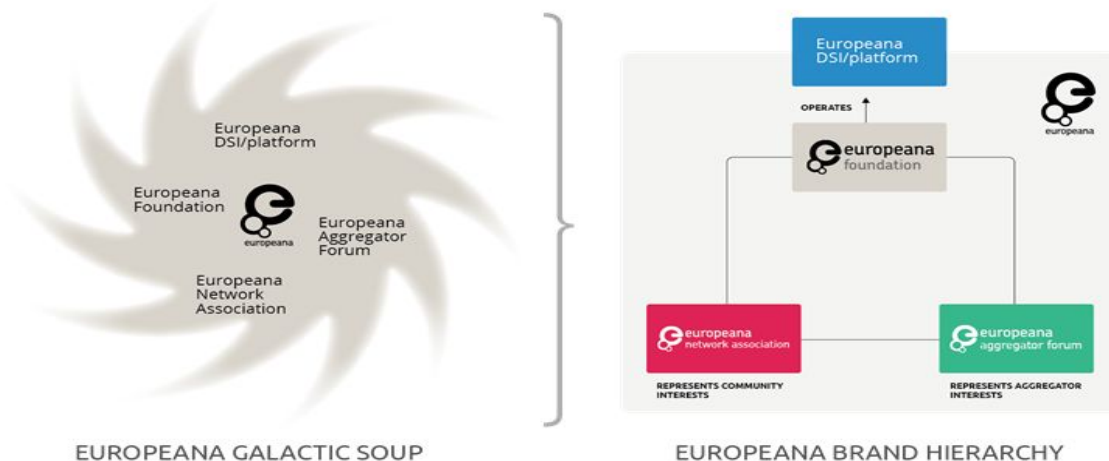
→ **Action 1: ZM - to produce the minutes of this meeting and share it with the MC and on Pro.**

## 2. Europeana in the new Multiannual Financial Framework 2021-2027

### Presentation by UZ and HV

HV gave an overview of the most recent developments relevant to Europeana and the ENA. He mentioned his successful meeting with the EU Commissioner M. Gabriel during the presidency event in Bulgaria, where they discussed the future of the digital cultural heritage from the policy perspective, and talked about importance of the [Council Conclusion](#) and [New European Agenda for Culture](#) (both published in May) for Europeana. HV informed the Council that the DSI4 has been awarded to Europeana for the next four years together with €3.8 million in funding for eight new 2018/19 [Generic Services projects](#). He also reflected on the [preliminary results](#) of the European Commission's (EC) Public Evaluation of Europeana.

The operational landscape of Europeana has been in the process of transformation as displayed below. From now on, the EC will drive and have a strong influence on the activities and strategy of Europeana while focusing on cultural heritage innovation through digital transformation. The EF is an operator of the DSI service and facilitates the activities of Europeana as a common initiative. The ENA and the AF have become separate entities on their own within the Europeana initiative and ecosystem, but continue to function in a close cooperation with the EF.



### [Presentation by VJV](#)

The changes mentioned above are happening while the new EU Multiannual Financial Framework (2021-2028) is being negotiated. VJV explained the current funding mechanisms and how the work and standing of Europeana is specified in the EC/EP/Council programmes and EC work programmes. From 2021 onwards, Europeana will be moved from the Connecting Europe Facility (CEF) to Digital Europe Programme (DEP), where it will be listed under 'Interoperability and digital transformation' area.

### **3. Strengthening communities**

#### [Presentation by MS](#)

Following the new community structure in place, the Board representatives of each community gave a brief overview of what has happened since the last MC meeting in March.

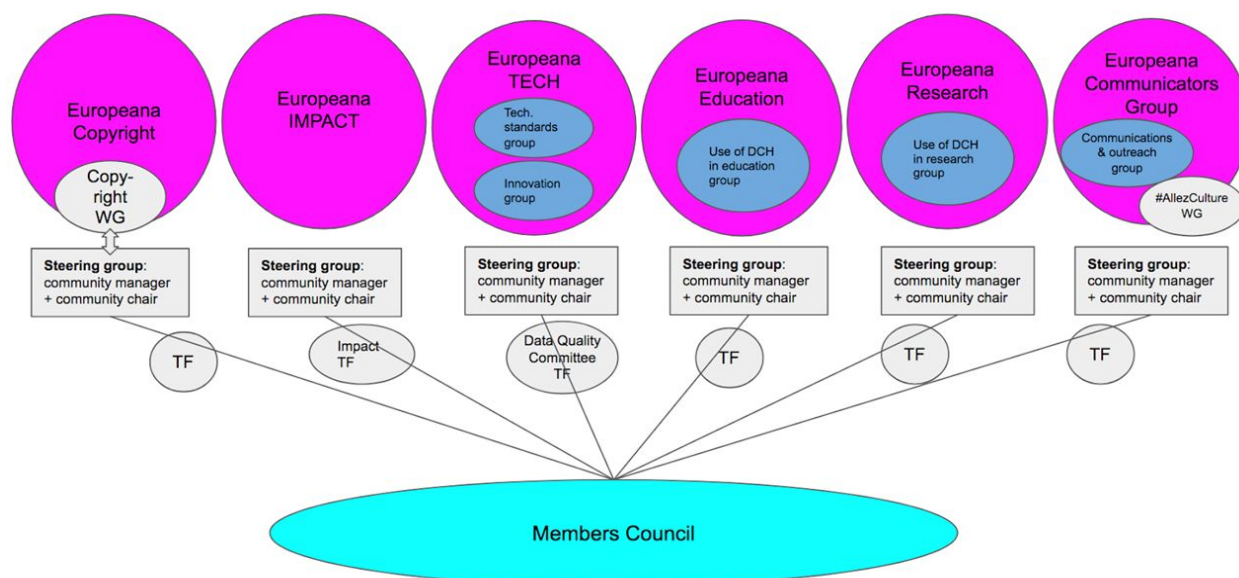
- Copyright - was formally established in March but has been in place in different formats since 2015. It could be used as a model for some of the other communities.
- Tech - Innovation TF was formed and its results were presented at the Tech conference in Rotterdam. The overall work has focused on EDM TF, and progress in terms of IIF.
- Research - needs to be re-established as a network community based on the activities of the existing Europeana one.
- Education - needs to be re-established as a network community based on the activities of the existing Europeana one.
- Impact - the Impact TF has been working on 5 case studies, and the community has been set in motion and impact tools started to be applied in local settings.
- Communications - needs to be re-established as a network community based on the activities and recommendation of the previously existing Europeana Communicators Group.

#### Rules on set-up, membership, TFs and WGs, and budget

MS explained the [bridge-building between existing and suggested communities](#) that took place since the previous MC meeting. Based on mutual consensus among the Board members and between the MB and the Office, the existing Europeana communities were merged with the newly proposed groups of interest. This allows the Network to build on existing resources, combine efforts, and expand the communities' reach on the local, national, and domain level.

The MC will start working with these 6 communities but in the future there can be more/new communities based on ideas coming from the Network under a strong leadership. *Communities should be composed of ENA members - although in theory any professional can be a community member, the Chairs are responsible for ensuring that all the members eventually sign-up for the ENA.* Communities can grow based on internal or external initiatives and develop their own methodology and work

plans, the rules can be kept flexible as each of the existing communities has a different character, needs, and type of audience.



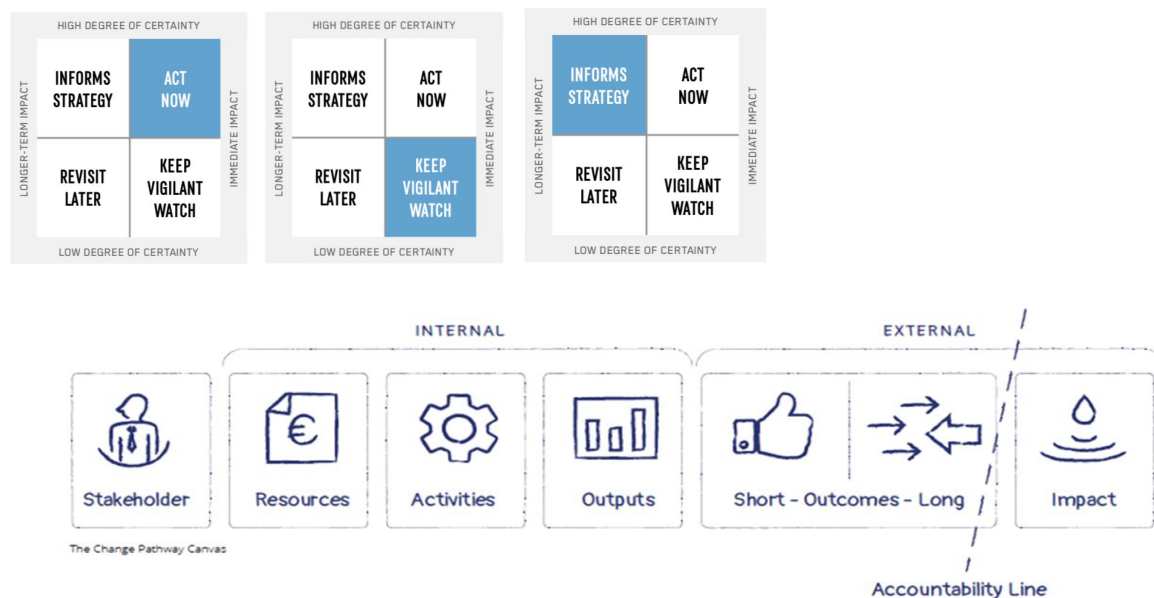
For now, each community will be assigned a budget of 5000 Euros to be used in a flexible way for community activities, primarily TFs. The aim is to make sure the money is used effectively towards strengthening each community, and to report on how they are spent to the MB. The Board will be in charge of making sure that the money is distributed and used fairly, even if it turns out that some communities use more money than others. The amount of money assigned to each community can be re-evaluated and adjusted if there are many more communities in place.

WGs and TFs will continue functioning but should focus their efforts around communities, hence arise from and contribute to the communities. The existing TF Approval and Review Process has failed due to the slow and complex procedure. According to the new process, the TF proposals will be assessed by the community Steering Group (importance/usefulness) and formally approved or rejected by the MB based on available budget. *The Board will be responsible for an efficient, transparent and fair decision-making when it comes to budget and TF approvals and reviews.*

- **Action 2: Councillors - to go back to their networks and ask their colleagues to join the communities.**
- **Action 3: ZM - to ask all the Councillors that could not attend this meeting to formally join one or more communities.**
- **Action 4: Community Managers/Chairs - ask all the community members to sign-up as ENA members.**

#### 4. [Subgroups breakout session](#)

Based on the proposed community structure, the Councillors were divided into [5 groups](#) representing the Tech, Impact, Research, Education and Communicators community. Each group had a current community Manager present at the table and every group was assigned with appointing a community Chair and Vice-chair. Each table started working with one of the two models/pathways of framing the discussion and community work plan displayed below. The objective was to put substance to the communities and come up with a strategy that can be acted upon. At the end of the session, each group gave a brief feedback on their work progress.



Following the end of the meeting, various working groups such as AGM2018 and #AllezCulture held their separate meetings.

## 2. Day

#### 5. [Subgroups breakout session \(continuation\)](#)

The Councillors continued working in breakout groups and focused on clarifying basic questions on how to get the communities on track and what the concrete next steps would be. Each community was encouraged to appoint a Chair and Vice-chair, formulate what it would be proud to have achieved in a year from now, and come up with success indicators. In the end of the session, all the groups again gave a brief feedback and documented outcomes of their discussions as listed below. The work progress of each community will be reported on at the next MC meeting in December 2018.

- [Europeana Tech](#)
- [Europeana Research](#)

- [Europeana Education](#)
- [Europeana Community of Communicators](#)
- [Europeana Impact](#)

## 6. [Preparing for the shift in MB/EF Board](#)

The session was chaired by JvdLR. She explained that under the DSI4 procurement, the Commission will have a bigger influence on the strategy and activities of Europeana. The Commission will appoint a Sub-group of the DCHE in form of an advisory committee composed of 8 independent experts and 2 DCHE members. The Sub-group will be appointed for 2 years and most likely meet 4-times a year to consult, advise, and support the DCHE by providing relevant expertise on addressing operational/technical matters regarding the implementation of Europeana. Therefore, there are 8 open seats that have been advertised. Since the Commission has appreciated the value of the ENA and expertise of the MC and MB, the Councillors and the Board members are expected to have a high chance in succeeding in this selection process if applying. The selection procedure is open and anybody who does not show a conflict of interest (such as partners in the DSI4) can apply.

All Councillors are welcome to apply if they fulfill the requirements, but it is possible that whoever would be appointed to the Sub-group would have to step down from the MB and the MC. The Board proposed to have MS as an official candidate for ENA for the Sub-group, and the Council approved it by voting (with one abstention), despite a short notice. An official letter of recommendation will be sent on behalf of the MC. There is also a possibility that various Board members will step down before December 2018. The practical consequence of this situation is that not all the 6 members will step down at the same time.

Based on [suggestions of the Governance WG](#), the Council discussed various proposals on changes in the electoral term of the Management Board, including scenarios for improving its future continuity. All these suggestions would require changing the ENA Statutes. Beside the two suggestions of the Governance WG, additional ideas that came up during the meeting were to make two Board members step down every year, or every two years. After a lengthy discussion, 14 out of 21 Councillors voted in favor of keeping the rules flexible and leaving it up to the strategic thinking of the Council and the Board members to ensure that the continuous rotation is preserved in the future, and thereby avoid all the Board members stepping down at the same time. The Office and the Governance WG will lead the 2018 membership and elections campaign and invite the 28 Councillors that currently need to step down to come forward for re-election again. The newly elected Board of 2019 will be able to count on advice of the current Board members whenever needed.

→ **Action 5: JvdLR - invite the Councillors that need to step down this year to run in the 2018 MC elections.**

→ **Action 6: JvdLR/Governance WG - to consider adjusting the description of serving in the MB in the ENA Bylaws.**

→ **Action 7: ZM + community Managers/Chairs - to prepare an official report on communities and their work progress for the next MC meeting and AGM 2018.**

- **Budget update and Europeana reimbursement rules**

PK gave a brief update on the current stand of the ENA budget. Around 31% of the 2018 budget has been spent (around 50% counting in expenses of the present meeting). Most of the expenses are related to travel reimbursements. The Council discussed the current reimbursement rules and hotels that the Office has been recommending for the meetings. HV explained that the rules are being reviewed, and more future meetings will be planned in The Hague since it is more practical and less costly for most of the Councillors and the Europeana staff. The Office aims to make group hotel bookings whenever possible and reimburse the costs according to the local standards. The hotel recommendations will then be removed from the Eventbrite pages. The MB and the Office will consider the logistics and practical circumstances when planning the future MC meetings, and have more flexible rules in place when reimbursing the number of nights: those Councillors that cannot have feasible travel arrangements can be reimbursed for more than one night.

- [Update on role of Aggregator Forum](#)

SDG presented the latest developments and activities of the Aggregator Forum, particularly the recent formation of a Steering Group, the new strategy to revitalise the Forum, and the accreditation process, responsibility and its benefits for the aggregators. The aim is to improve the visibility and recognition for the community and help promote Europeana.

- [AGM 2018](#)

The AGM 2018 will take place on 5 December in Vienna at the Technisches Museum Wien. The MB meeting will be on 3 and MC meeting on 4 December at the Austrian National Library (ONB). The AGM will be followed by the EC's closing event of the EYCH. The Office has booked a hotel for all the Councillors and the tickets are already in sale. This year's focus will be on building communities.

→ **Action 8: Councillors - to send ideas for the programme of the AGM and information on potential speakers to GvdL or JO.**

## **7. Wrap-up and next steps**

MS wrapped up the meeting by thanking everyone for their participation, and appreciated achieving important governance decisions and a good work progress in the community building. She invited everyone to the next MC meeting in December and encouraged the Councillors to keep being active within their communities of interest, and in their general Council-related responsibilities.