europeana network association

Europeana Network Association Management Board

21 October 2020, 16:00 - 17:30 CET
Virtual meeting

MINUTES

Attendees Marco de Niet (MdN, Chair), Georgia Angelaki (GA), Fred Truyen (FT),Susan Hazan (SH), Stephan Bartholmei (SB), Rob Davies (RD), Albert Verhaar (AV), Zuzana Malicherova (ZM), Julia Fallon (JF), Gina van der Linden (GvdL)

Apologies Sara Di Giorgio (SdG)

Actions

➔ **Action 2020 recurring: ZM - to share the minutes of the previous and this MB meeting with the MC and on Pro, and update the list of actions on Basecamp.**
➔ **Action 2020-46: FT/ZM - to share aggregation strategy policy recommendations following the DCHE meeting**
➔ **Action 2020-47: MDN & HV - to highlight a few key points of the position paper at the MC meeting**
➔ **Action 2020-48: GA & HV - to discuss the ideal format for the session on follow up on sense-making workshops' reports and input expected from the MC.**
➔ **Action 2020-49: ZM/GvdL - to share the full programme with the MB and discuss options for the voting process during the GA**
➔ **Action 2020-50: ZM - to discuss the ENA form with Nick Jarret and update the fields.**
➔ **Action 2020-51: MB - to spread the word about the EF recruiting a user engagement director.**

1. Approval of minutes and pending actions from 23 September 2020

The minutes of the last meeting were approved. All the action points from the previous meeting were completed, the rest is ongoing. The Communities will have time until the end of November to finalize their 2020 budget relocation proposals.

2. MC meeting planning

- *Review of the agenda*

Present members reviewed the draft agenda for the next MC meeting on 3-4 December. The first day of the meeting will focus on the latest developments in the Europeana Initiative (EF and EAF), including EU consultation, and reflecting on the Impact of Covid 19 on the CH sector's digital transformation this year. The second day will be dedicated to the communities and their activity plans and budgets for 2021, as well as the usual Association Business updates. The MC will

welcome the 9 new Councillors, and say farewell to some other Councillors, whose terms will end at the end of the year. 30 minutes should be allocated to introducing the new Councillors (Kahoot exercise with 10 questions about them), and explaining the ways of working of the MC and the MB, and introducing buddies/mentors to them (with the list of available Councillors being provided in advance).

MC should be the first group to be consulted on the feedback of the sensemaking reports. GA will discuss with HV how this session could be made interactive in order to define the best way to achieve common goals and maximize collaboration between the EF and ENA in this regard. JF explained that the intention is to facilitate a coordinated and consistent joint Initiative capacity building, starting with organisation of a workshop for the EAF around the reports and creation of a training related TF, followed by sharing of the ideas with the MC in a way that makes them actively involved in the decision making process.

On the MC Basecamp forum, as well as the EAF one, there was a discussion around transparency and democratic process of developing future policy documents such as the EU consultation related position paper or the EAF aggregation policy recommendations. These two documents had to be developed this way for earlier explained reasons and under time pressure, but some Councillors and aggregators found this kind of process too exclusive. Therefore, this is something for the Initiative's leadership to keep in mind in the future. The initial feedback from the EC on the consultation should be available on time for the MC meeting.

The session dedicated to the Communities should have a generic Q&A part, and the MC should then review the draft community work plans in terms of supporting the key priorities of each community. The unspent 2020 ENA budget will go back to the EF, but for next year the communities will have more money available - this can be seen as an incentive for the Councillors to be more active in the communities. The Governance update can be very brief, focusing on membership numbers, voting results and validity of the MC election process.

The Inclusivity and diversity group (based on KD's input) is preparing a policy paper, which can be opened up for a discussion at the MC, and be followed by the Membership WG kick-off. The [EF work on this topic](#) has been in good progress which can be briefly mentioned, but now the ENA itself should become more active in this area once the New Professionals TF delivers their recommendations. Next year will be a lot about membership goals, the starting point can be collecting data and assessing the existing evidence in the ENA Impact survey.

→ **Action 2020-46:** FT/ZM - to share aggregation strategy policy recommendations following the DCHE meeting.
→ **Action 2020-47**: MdN & HV - to highlight a few key points of the position paper at the MC meeting.
→ **Action 2020-48**: GA & HV - to discuss the ideal format for the session on follow up on sense-making workshops' reports and input expected from the MC.

3. Europeana 2020 and GA preparation

- *Update on the event programme*

The conference will be managed from home using Zoom and Sched that proved to work well last year. The [programme](#) is being finalized and keynote speakers agreed upon. To this date 500

people have registered on Eventbrite (update: around 1000). Over a 100 proposals have been submitted and reviewed, the committee picked those that fit the programme best, the rest of the good proposals will be approached again next year in order to include them in the 2021 Europeana digital event programme. The slots on parallel sessions are being filled, and the final programme will be circulated shortly.

- *Final review of formal documents and planning of GA meeting*

The final decision on the date and time was postponed for after reviewing the complete draft programme. The members agreed on the following agenda for the General Assembly meeting:

- Introduction - MdN
- [Minutes of the 2019 meeting of the General Assembly](#) - GA
- [ENA Annual Report 2020](#) - SB
- [ENA Activity Plan 2021](#) - RD
- [ENA Financial Report 2019](#), Financial update 2020, [ENA Provisional Budget 2021](#)- FT
- Approval of the documents and launch of the elections - SH
- Farewell to the leaving Board members/reflection on the MB composition in 2021 - SdG

The last item will have a more personal touch on behalf of SdG, MdN, and SB stepping down, e.g. saying a few inspiring words about their experience on the MB, and thanking each other for the work done for the MB in the past two years.

→ **Action 2020-49**: ZM/GvdL - to share the full programme with the MB and discuss options for the voting process during the GA.

4. Recurrent agenda items

- *Update on EF governance restructuring*

The new EF Supervisory Board has been installed following interviews with many good candidates who applied (over a 100 applications were submitted). MdN will be representing the ENA in the SB in the next 4 years. GA has been proposed by the Board to represent the ENA in the EF Advisory Board. The AB could start with having 15-20 members and expand up to 30 over time. For the upcoming meeting of the Selection Committee, MdN and SdG will write the proposal for the composition of the (first instance of the) AB, which will then be discussed and hopefully approved by the new Supervisory Board.

- *Approval: new membership requests*

Many new members have registered to join ENA (99) and MdN and SH need to reject less and less of them every time. The remaining problem is that the ENA form doesn't ask for a mandatory professional/personal website or social media contacts, which oftentimes makes it difficult for SH and MdN to look up people who simply claim to be independent. SH also noticed that some people mention their ENA membership in their CVs as a way to advertise themselves, although they are not known to be active. This should be taken responsibly on our side, as ENA now represents thousands of people, it should therefore be profiled and framed as such. To that end, the selection criteria for the MC candidates should also be reviewed and upgraded. Some people may be coming through the communities, where they assume they are members by

signing up to community communication channels while not filling out the ENA form. The timing is right to address these issues as a follow up to the membership campaign in early 2021.

→ **Action 2020-50**: ZM - to discuss the ENA form with Nick Jarret and update the fields.

5. AOB

- *Update on MC election 2020*

The MC election campaign started on 1 September but to this date only a few candidates came forward. The elections need to be actively promoted not only by the EF staff in the newsletter and on social media, but also by all the Board members and Councillors.

- *Preparations for new MB in 2021*

Present members discussed the composition of the Board next year. SdG, SB and MdN will have to step down from the MB as their terms will end. The rest of the Board will continue next year. This means that there will be two open seats to fill. MdN asked the remaining members to think about their roles after the election, and was going to encourage the Councillors to consider making themselves a candidate for the new MB. FT expressed his interest in remaining the treasurer. Councillors will be able to step up for the MB throughout December and the election will take place in early/mid January, followed by the transition meeting of the previous and newly elected members at the end of January

→ **Action 2020-51**: MB - to spread the word about the EF recruiting a user engagement director.