Paper 1B - Public
Europeana Foundation
Supervisory Board Meeting

24 November, 2021
15h00 – 17h00 CET
In person and on Zoom
KB, I5.200 Koopman

Public précis of minutes of 28 September 2021 Supervisory Board meeting

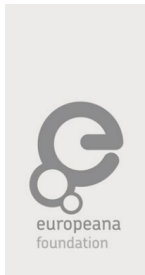*For publication on Europeana Pro*

Attendees

Elisabeth Niggemann (EN) - Chair

Joke van der Leeuw-Roord (JLR) - Vice-chair

Marco de Niet (MdN)

Taja Vovk van Gaal (TVG)

Brid Dooley (BD)

Kerstin Herlt (KH)

Anne Torreggiani (AT)

Harry Verwayen (HV)

Albert Verhaar (AV)

Hannah Baker Hitzhusen (HBH)

Valentine Charles (VC)

Shadi Ardalan (SA)

Some discussions are omitted from the précis of the minutes as they are deemed confidential to the Supervisory Board at this point in time. The public meeting papers and documents referred to in these minutes can be seen on Europeana Pro.

Opening

The meeting was held at the Koning Bibliotheek on 28 September, 2021, chaired by Elisabeth Niggemann (EN). All 7 board members attended the meeting in person or online forming a quorum. The proposed agenda was adopted by the Supervisory Board.

I. Minutes, actions and decisions from 7 July meeting

The Board adopted the minutes of 7 July 2021 meeting Paper 1A, and the public précis of the minutes [Paper 1B](#) which will be published on [Europeana Pro](#). All actions and decisions from the last meeting are complete, HBH and AT to discuss user engagement. Comments to be incorporated in the minutes: 1) Clarity in who 'we' refers to, whether the Board or the EF team. 2) as Head of Archives at RTA, it 'wouldn't be appropriate' for BD to come forward for the position of Vice-chair.

II. Succession and governance

The Board discussed the Europeana Foundation governance, succession in the Supervisory Board and working with the Advisory Board.
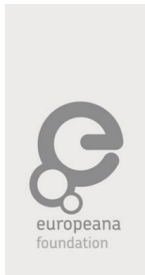
III. Europeana Foundation management, update on operational and business plan

Consultation on European Digital Principles
In its communication Digital Compass: the European way for the Digital Decade the Commission explicitly recognises that focusing only on digital infrastructures, skills and capabilities is not a sufficient approach for defining Europe's digital future. These key elements must be balanced with the dual approach of ensuring a fair and secure digital environment. The Europeana Initiative submitted a joint response to the European Commission's recent consultation on the proposed digital principles. The proposed principles are intended to serve as the foundation of Europe's future digital environment and of a joint inter-institutional declaration on Digital Principles of the European Parliament, the Council, and the Commission. The Europeana initiative strongly supports a rights-based, people-centred approach to the concept of digital citizenship and agrees that the rights and values promoted for society should also be reflected and practiced online, and that the digital environment should be human-centred, secure and open. However, the Europeana Initiative also suggests another principle - universal access to cultural heritage online, and that the principle of a secure and trusted online environment be expanded to encompass the development of an open, decentralised, and trusted European digital public space. Other elements of consultation are workshops and interviews. The Commission is going to publish the principles and once set up, they will monitor the perception of the citizens through surveys.

The New European Bauhaus - Digital Cultural Heritage contribution
The New European Bauhaus is an interconnected conversation, with an intersectoral driver behind it, influenced and shaped by other sectors. Europeana contributes how it could see the

digital cultural heritage contributing to the New European Bauhaus. Elements that Europeana contributes come from the work done by the Advisory Board and Mike Edson, the work carried out by the Network's Members Council and our work together with them. We ran Europeana cafes and invited a very diverse group to the discussion about the New European Bauhaus. It's a topic speaking to a lot of people, feeding into where culture meets tech and that's where we see Europeana. Europeana Café online events in May and June, and a series of interviews with cultural heritage professionals on Europeana Pro, explored the key role that cultural heritage can play and how the cultural heritage sector can promote collaboration and innovation to support the goals of the New European Bauhaus. Europeana has a dedicated new Pro page on the New European Bauhaus. Europeana's draft position paper will be refined and shared with the Commission. The Commission has positioned culture in the foreground alongside tech and economy. That would be upon our sector to push digital and interdisciplinarity. Europeana has to work with areas outside its comfort zone. The cultural sector didn't join the conversation in the first phase but it's not too late.
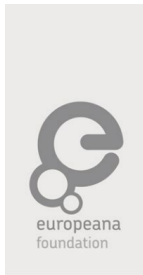
- This demonstrates Europeana's power as convenor and thought leader in this space.
- Europeana should be a voice and part of the initiative. Collaborations and partnerships are important and demonstrating how we can connect to and be relevant in these different areas is important in our broader message.

Crisis response
You can't avoid a crisis. However you can minimize the risk - monitor and manage issues - and prepare for how to deal with it. The Foundation is building the crisis response protocol into its processes and will revisit and reset it periodically. The COVID-19 pandemic was one of the triggering factors for us. The Foundation's core crisis response team has been established including relevant senior management team members/HR/MarComms. We also consider the role of and relationship with the Europeana Network Association Chair and Members Council, Aggregators Forum. We are establishing the protocol for notifying, chain of command and approval. Identifying colleagues relevant to a specific crisis, involving/informing Chair and Supervisory Board, the European Commission, social media are all part of the process.

Diversity & Inclusion
The Foundation is embedding D&I practices in the work across the Foundation by working with the Network and the Forum to co-create a community pact to guide civil and inclusive online dialogue. We've completed the first phase of training & co-creation, run by our external consultant Lauren Vargus. Before the Europeana 2021 Conference we hope to have the first draft of the community pact. We are implementing Alt-text for all images available on

europeana.eu and pro.europeana.eu, and developing and implementing Alt-text guidelines currently under review with accessibility experts. We are also increasing diverse editorial content on Europeana Pro; encouraging conversations around diversity and inclusion in education through [Supporting diversity & inclusion in the classroom](#), and through the [europeana.eu website](#). The work around diversity & inclusion is a journey and a learning process we've just embarked on.

Climate Action

The Foundation's Green Cross Team is currently active in different areas including investigation of the Europeana's 2020 carbon footprint, awareness raising, digital clean-up and other activities. Patrick Ehlert, the Green Cross Team lead, will give a lunch lecture at the Dutch Royal Library in November and will present a session at Europeana Conference on 11 November. The Europeana's Carbon Footprint 2020 report will be available in November including the footprint of travel, office & work from home, and Europeana's digital services [platform as a service (IBM Cloud), rented servers, and hosted servers]. Based on the report, the Green Cross Team will make recommendations and will hold discussions on ways to reduce Europeana's footprint. We will also investigate optimisation of digital services and best practices as well as best offsetting options. In the coming months the Green Cross Team will explore partnership opportunities. The Network's Climate Action Group will be formalised as the Network's seventh Community during Europeana Conference 2021 in November. Through a series of envisioning workshops, a joint statement from the Europeana Foundation, the Europeana Network Association and the Europeana Aggregators' Forum is being co-created to outline our intent to minimise the digital cultural heritage sector's impact on climate and environment and to build capacity for the positive effects of its digital transformation. The iterative approach ensures the manifesto is built, refined and improved with input/feedback from all concerned stakeholders. The manifesto will be presented at Europeana 2021 on 11 November.

Hybrid working culture

The Foundation is transitioning from the COVID policy period into the new hybrid work culture. In place from January 2022. Our starting principles are: 1) The hybrid culture stands for the flexibility to choose the location where the work can be done. Not the location but the type of work and the desired way of interactions is leading. 2) The hybrid office is an office setup where employees have the flexibility to work from the office or anywhere else where they have access to the tools they need to perform their work. The staff are involved in the process through a series of surveys. New policies on travel will also be in place. The next steps in the process are: working out the concepts of flexibility and home office in more detail; the Hybrid Working

Group shares results and recommendations with the Management Team; another round of online dialogue with staff; at the end of October the vision will be shared and adopted.

Paper 2 - Management report

- The Board is impressed with all the ongoing activities. The narrative is very strong and the picture is clear. A short and sharp summary and sign-posting on some of these areas and projects can be very useful to help the Board members do their job better - for example by adding some of the data to Europeana Foundation Essentials.
- Multilinguality is very complex. It's really changing in Europeana, in progress in the right direction, and the real breakthrough will come next year.
- Referring to the difficulty with image analysis in Saint George on the Bike, Europeana should investigate semantic enrichment and automatic image analysis further. It involves a lot of manual work to make the data better for machine learning. The processor has to annotate the data. The data isn't high quality enough and homogeneous enough for machine learning. We'll continue to explore other tools and investigate how to accelerate the process.
- With cross-initiative monthly meetings in place with the management of ENA and EAF, we discuss the issues. This leads to a better and more cohesive relationship among the three pillars of Europeana.
- Europeana should investigate a leaner way to survey, to process the survey data and statistics.

IV. Finance & financial sustainability - *Albert Verhaar*

The Board discussed the Europeana Foundation finances, cashflow, funding and 2021 quarter II report.

V. Any other business and closing

Next Supervisory Board meeting will be held on 24 November.

End of the meeting

The precis of the minutes is a public document on Europeana Pro.