FF 23 February 2016

**Draft Agenda - EAPN Executive Meeting**

**Brussels: Venue:**

**11 March (9.00 – 17.30) and 12 March (9.30 – 16.00) 2016**

**Friday 11 March 2016 (9.00 – 17.30)**

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| **1.** | **Welcome, Apologies, Agenda, Minutes: 9.00 – 9.20****Chair: Minute taker:**  |
|  | Related Document(s) | * Draft EXCO Agenda
* Draft Minutes of Exco Meeting 4 July
* Draft Minutes of the Exco Meeting of 8-10 Oct 2015
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| Actions at the EXCO | * Welcome by Sérgio Aires and apologies
* Adoption of Draft Agenda
* Approval of Minutes of 4 July 2015
* Approval of Minutes of 8-10 October 2015
* Matters arising
* Follow up of the TTIP paper
* Follow up of 17 Oct paper
* Refugee Statement
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| **2.** | **‘EMIN 2’ Application 9.20 – 10.30****Chair: Minute Taker:**  |
|  | Related Document(s) | * Draft of Application
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| Actions at the EXCO | * Presentation of draft application
* Discussion on details of the application (note that application deadline is 22 March)
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**Tea/coffee Break 10.30 – 11.00 - Lunch 13.00 to 14.15**

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| **3.** | **EAPN Restructuring Proposal 11.00 – 15.30** (We may have to adjust the agenda to extend this discussion if necessary)**Chair: Minute Taker:**  |
|  | Related Document(s) | * EAPN Restructuring Time Line
* Summary of submissions received
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| Actions at the EXCO | First part - till the lunch: Summary of the responses received* Presentation of the summary document
* Questions / clarifications
* Exchange in small groups on the basis of the prepared document ref.

how to proceed with agreements and disagreements* Feedback from Small Groups
* Discussion

Second part - after lunch: Time line* Exchange and discussion on the basis of the discussions in the first part
* Re-consider time line and next steps
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**Tea/coffee Break 15.30 – 16.00**

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| **4.** | **Finances 2015 – 2016 : 16.00 – 17.30****Chair: Minute Taker:**  |
|  | Related Document(s) | * Update of the 2015 EASI Accounts
* Updated 2015 Accounts - Costs projected to Projects and other Sources of Income
* Members Contributions 2015
* Revised Projected EASI Budget 2016
* Projected Budget 2016 – Costs projected to Projects and Other Sources of Income
* Contracts with National Networks 2016
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| Actions at the EXCO | * Presentation of Accounts
* Questions and Answers
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**Saturday 12 March 2016 (9.30 – 16.00)**

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| **5.**  | **Political Update 9.30 – 11.00** **Chair: Minute Taker:**  |
|  | Related Documents | * PPP on Development at EU level and update on EAPN Political work for 2016 - available at the meeting
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| Actions at theEXCO | * Presentation on key Political Developments
* Questions / clarifications
* Exchange in small groups on developments at country level
* Feedback from Small Groups
* Discussion
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**Tea/coffee Break 11.00 – 11.30**

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| **6.**  | **Report of Activities: 12.15 – 13.00****Chair: Minute Taker:**  |
|  | Related Documents | * Activity Report – Up-date of Activities since last EXCO (Including Staff Issues, Communication, Administration, key Meetings attended and invitations)
* Recruitment Package – Communications Officer
* EAPN Meetings Calendar 2016
* EAPN Invitations Calendar
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| Actions at theEXCO | * Report of activities since last Exco, Fintan Farrell, Acting Director
* Questions and Discussion
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| **7.**  | **Recruitment of Director: 11.30 – 12.15****Chair: Minute Taker:**  |
|  | Related Documents | * Job description, Person Specification, Advertisement, Proposed Procedure for Recruitment
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| Actions at theEXCO | * Presentation of Proposal
* Discussion and agreement on Next Steps
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**Lunch: 13.00 – 14.00**

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| **8.** | **Fund Raising Issues (including Projects) – Development Issues 14.00 – 15.00****Chair: Minute Taker:**  |
|  | Related Document(s) | * Update re projects and Fund Raising including EAPN Fund
* Criteria and application procedure National Networks Solidarity Fund
* Criteria and application procedure European Organisations Solidarity Fund
* Update re Membership Development Group
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| Actions at the EXCO | * Update re Projects and Fundraising and discussion (including issue of Nat Network and EO solidarity Grants)
* Update re Membership Development Group
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| **9.** | **Participation - European Meeting of People Experiencing Poverty 2016 (15.00 – 15.45)****Chair: Minute Taker:**  |
|  | Related Document(s) |  |
| Actions at the EXCO | * Upfdate Information (including Info re National Cooridnators Meeting)
* Exchange and Consensus reached
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| **10.** | **Round of Evaluation: (15.45 – 16.00)****Chair: Minute Taker:**  |
|  | Related Document(s) |  |
| Actions at the EXCO | * Evaluating the meetings
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**Meeting closes at 16.00**

**Bureau will met from 16.00 till 17.30**