**Draft Minutes**

**Bureau Meeting**

Brussels, 1st and 2nd of June 2015

***Present:*** *Sérgio Aires, President, Letizia Cesarini Sforza, Vice President; Kärt, Peter Kelly, Vice President; Mere, Vice President; Barbara Helfferich, Director.*

* Welcome
* Agreed on Agenda

**Director’s Report of Activity on Implementation of the current work programme**

The director gave a brief account of the activities of the secretariat highlighting the meetings with the Commission regarding the future call for proposals, including the reduction in funding of the overall EASI budget for next year. She explained that the pilots had been successfully launched; that meetings with European organisations had been held, and that there had been follow-up with the Parliament to organise a PeP hearing in 2016. She said that the EMIN report had been finalised and she also referred to the potential projects that EAPN may become engaged in during the second half of the year as well as next year. She also underlined the challenges of the current budget. In addition, she reported that the second phase of EMIN had been delayed and that possible funding from that source could not be expected in 2015. Also on funding, the Director explained that EAPN had a liquidity problem on account of late payments by the Commission. She also said that the new development officer had started her work.

Decisions/Action Points:

* Director to write to EXCO explaining the liquidity problem.
* Pilot projects should be displayed online.
* Evaluation of meetings, etc should also be put online in the Members’ Room.

**Finances**

* **Final Accounts of 2014**
* **Current accounts up to April 2015**

The EAPN accountant reported that the budget for 2014 had been finalised and that the Commission had indicated approval. He reported on the state of expenses for 2015 and the “deficit budget for 2015”.

The Bureau expressed great concern over the budgetary shortfall. The President indicated that measures must be taken to avoid the worst case scenario. There was a proposal to limit the number of meetings, but instead make each meeting longer.

Decision/Action Points:

The Bureau instructed the Director and Accountant to:

* Make a proposal for realistic cuts in the budget taking account of the comments of the Bureau.
* Investigate the financial potential of projects proposals to fill the financial gaps
* Prepare appropriate power points for the GA.

**Draft Budget for 2016**

The Bureau discussed the draft budget for 2016, which reflected all expenses the proposed work programme would incur and all obligations to staff.

Decision/Action Points:

* Director and Accountant would work together to propose budget cuts so as to reduce any possible deficit;
* Director was asked to sync the reduced budget with the proposed work programme

**Work Programme 2016**

Staff was invited to present their views on the draft of the work programme 2016. The policy-coordinator underlined that there had not been enough time for them to make a proper input, but that some amendments had been prepared, nevertheless. The Bureau advised the staff to keep the work programme general at this early stage. The Director cautioned about capacity and not to list too many deliverables.

Decision/Action Points:

* Staff can make further input before the work programme goes out/consult with EUISG
* Director will consolidate and send to Bureau for final approval before sending it out to delegates
* Work programme needs to be in line with available resources
* Note that the work programme must still be aligned with the current Strategic Plan on account of the framework agreement signed with the Commission, which will end at the end of 2016.

**Strategic Plan**

* **State of Play on the Strategic Plan**

The Director said that the second version of the Draft Strategic Plan had been sent out, but not many networks responded. She also explained that the staff in the secretariat felt that they had not had sufficient opportunity for input into the document, hence the letter that was sent to the Bureau

* **Meeting with Staff Regarding Input (Letter by staff)**

The fundraising officer explained the position of the staff as reflected in the letter.

The Bureau responded that they felt that the participation of staff had been sufficiently ensured.

Decision/Action Point:

* The Bureau will await comments from members;
* The Bureau will present a consolidated version integrating comments by members
* Staff will be able to propose collectively concrete amendments. These amendments will be considered on the same level as those from members.

**Practical Preparations for Bilbao**

* **Bureau Meeting in Bilbao**

Decision/Action Point:

* Bureau will meet in Bilbao in the afternoon of the 1st of June to make final preparations for the meetings ahead
* **Draft Agenda EXCO**

Decision/Action Points:

* Add an item on fundraising on the agenda
* Candidates for the Bureau will present themselves
* Have a half an hour discussion on TTIP and follow-up on the basis of Alexander Kraake’s paper – produce a short paper on why we have the discussion
* Have an hour presentation and discussion (possible in smaller groups) on Juncker’s Investment Plan – Antonino to present the investment plan with support of the Director.
* **Draft Agenda of the GA**

Decisions/Action Points

* There will be a Final Declaration.
* Secretariat to prepare draft of final declaration focusing on something concrete like Adequate Minimum Income; poverty is growing; concerned about EU governance and treatment of stakeholders; reduction of public funding.
* European Organisations will be given time to present themselves (one person designated to speak about the work of Eos in EAPN).
* **Amendments to the Standing Orders**

Decisions/Action Points:

* Director will finalize the amendments to the Standing Orders and will send them out before the 20th of June.
* **Strategic Congress**

Decisions/Action Points:

* Invite Jana Hainsworth, President of the Social Platform to take part in the panel discussion at the beginning of the Strategic Congress/ask her to concentrate on civil dialogue;
* Ask Membership Development Group to function as facilitators.
* Facilitators will appoint note-takers.
* Director will provide note for facilitators on process.
* Discussion will be in 4 groups/there can be one group in French since there is no translation for working groups. Proposal to ask the French speaking member of the development group to do that.

**General Points on Preparations:**

Decisions: Action Points:

* EXCO needs to be informed about the outcome of evaluations of meetings.
* Send delegates and EXCO separate mailings regarding their respective meetings in Bilbao.

**Fundraising and Project Development**

The fundraising officer submitted a paper detailing recent fundraising activities. There was no time to discuss the issues in detail.

**Member Development**

Action Points:

* Identify among EAPN members those who are active on Roma issues with a view to establishing an informal network;
* Linguistic point: start to talk about training instead of capacity building

**Meeting with Commissioner Thyssen, Berlaymont**

The Bureau was informed that Comissioner Thyssen would not be able to meet EAPN.

Decisions/ Action Points:

* The Director will contact Commissioner Thyssen’s cabinet to try and arrange another meeting.

*The Meeting of the Bureau closed. The next meeting is scheduled for the afternoon of the 1st of July (Bilbao).*