Draft Minutes

Meeting of the Bureau

***Present****: Sérgio Aires, Letizia Cesarini Sforza, Peter Kelly, Kärt Mere, Johanna Engen, Barbara Helfferich*

1. Agree on Draft Agenda

The Agenda was agreed to include the preparations for the EXCO, the preparations for the PeP meeting and in particular the upcoming meeting of the national coordinators; theme of the PeP meeting and the Hearing in the European Parliament. In addition, the agenda includes the preparations for the meeting with Vice President Dombrovskis on the 25th of February, the preparations for the meeting with Mike Allen regarding EAPN’s relationship with Feantsa/Freek.

2. Preparations for the EXCO Meeting.

2.1. Draft Minutes of the EXCO Meeting in December

Action Points:

Barbara will redraft minutes providing only summaries of discussions and decisions taken. The minutes will be circulated to the Bureau for comments before they will be sent to the EXCO together with the revised draft agenda.

2.2. Draft EXCO Agenda

Barbara presented the draft agenda for the EXCO meeting on the 13th and 14th of March 2015.

**The following amendments were agreed:**

**Add the outcome of the meeting with Mike Allen to the agenda. BH will make that part of her Director’s Report.**

2.3. Agenda Item: EAPN Strategic Plan/Congress and GZ

**Decisions:**

* **Discussion on the Strategic Plan will be held from 9:00 thru 10:30 and for another half hour after the coffee/tea break at 11:00 –**
* **Strategic Congress and GA will be discussed before the end of the morning of Saturday**
* **Changes of Standing orders will be prepared and recommended by the EXCO and will go directly to the GA and not be part of the proceedings of the General Assembly.**

**Action Points:**

* **Sérgio will remind Carlos that he volunteered to write a draft procedure of the election of the new Bureau.**
* **Bureau Members will peruse Statutes and Standing Orders and will signal to Barbara whether there was a need to amend any articles.**
* **Peter will write practical guidelines regarding the mandate and role of the Bureau “how the Bureau works”**
* **Sérgio will amend the existing Standing Orders in relation to the Bureau’s mandate – in particular articles 19, 20, 21 and 22.**

**Decision/Action Points:**

* **Workshops on TTIP and Alternative Economic Models will be held in parallel on Saturday afternoon.**
* **On TTIP, Barbara will prepare a concept note on how the workshop will be run based on discussions with Stephan and Alexander and the policy team at EAPN.**
* **On Alternative Economic Models, Barbara will prepare a concept note with the support of Maria and the policy team. The concept note will also take account of the following comments: the workshop needs to be focused and be framed by the European Year on Development.**

3. Meeting of the National Coordinators for the PeP Meeting/EP Hearing/

Sérgio expressed regrets that the concept note which was supposed to be prepared for the President of the EP had not been prepared.

He also felt that there was too little information about what the coordinators would be asked to discuss. He also said that the role of the national coordinators should be clearly defined and that the PeP meeting should be brought clearer into line with the broad objectives of EAPN and its demands. Coordinators should not doubt that the PeP meeting is an EAPN meeting and forms part of its core work. He said he could imagine that the meeting tackles several topics but they needed to also address the issues that EAPN was working.

Letizia added that national coordinators were part of EAPN and as such had also concrete things to deliver in line with EAPNs work.

**Decision/Action Points**

* **Sérgio to write an email to Jo Bothmer in response to his criticism of the PeP Meeting 2014 – the email will not be circulated to a larger grouop.**

4. Member Development Group Meetings

**Decision/Action Point:**

* **Sérgio will write to Fintan asking that the meeting be prepared and the agenda and documents be sent out.**

5. Preparations for Meeting with Dombrovskis

**Decision/Action Points:**

* **Barbara to prepare an agenda for the meeting with Dombrovskis;**

6. Recruitment of Policy Officer

**Decision: The Bureau endorsed the appointment of Maria Magdalena Tancau as Development Officer.**