

**-Bureau Skype Meeting 1 Dec 2016
Note of key Decisions**

Present: Sergio, Peter, Maria, Vilborg, Carlos, Fintan, **Apologies:** Jasmina, Saviour, Leo.

- 1) **Finalisation of appointment of Leo:** Contract signed and all ready for starting on Monday 9 January. It is envisaged that he will share an office with Philippe. Bureau restated their decision that he should have an office by himself. Bureau to follow this with Leo.
- 2) **Staff Issues:**
 - **Interns:** We have made an exception to our policy and taken an unpaid intern (Mariaam). While we see all the advantages of being able to offer people chance to get work experience we are concerned as staff and we think that we should not repeat this practice and should only work with interns if we can pay (may be possible using Belgian system – Eurodiaconia have experience of this) or if they have support (their employers or Erasmus for instance). We should discuss this at the Bureau in Jan.
 - **Union Staff Committee:** All in order, staff will meet with Union to see what next steps to be taken (agreement of staff rep). No urgent issues.
 - **Staff Pay scales:** Fintan still waiting for info from ENAR on work they are doing on comparative pay scales in European Organisations. Has advised Leo that this is work that needs to be taken up. Hopefully will have info for Jan Bureau meeting
 - **Fintan Contract 2017:** In Jan Fintan will work as now to help in the transfer to Leo (agreed with Leo). Fintan circulated a draft contract for Project Manager that he should have after that. Bureau members are asked to submit written proposal to adjust the draft contract. Then Leo in consultation with Fintan should finalise the contract at the Jan Bureau meeting.
- 3) **Work Programme 2017:**

June Meetings: The key discussion was about the packed agenda of meetings proposed for June 2017. Fintan outlined three options:

 - A) Stay as proposed: Exco/EUISG/Capacity Building/Annual Policy Conference/GA all in one block in June in Brussels.
 - B) Exco/EUISG/Annual Policy Conference in June in Brussels. And Exco/EUISG/Capacity Building/GA in the Oct/Nov
 - C) Bureau/EUISG/Annual Policy Conference in June in Brussels. Exco in June/July outside Brussels and Exco/EUISG/Capacity Building/GA in the Oct/Nov

The Bureau favoured the second option. Fintan to check if EAPN Irl who had agreed to host the EUISG in Ireland in Oct would be agreeable to host the combined meetings. Also to check again re legality of AISBL having a GA in the second half of the Year. Once we have answers to these questions Sergio will check with Exco re change of work programme.

Decision

The Bureau decided to propose the following changes to the meeting calendar. **June 2017 – Ex Co, EUISG, Policy Conference. Autumn 2017 – Ex Co, EUISG, GA, Capacity Building.**

Requests to host Meetings: It is a good sign that now many Networks want to host meetings (Spain will host EUISG in Mar, Germany Exco in April and Irl EUISG in Oct. Iceland, Scotland, Denmark, France, Malta, Croatia, all considering hosting meetings. This is more meetings than we have in 2017 so some will be in 2018. We still need someone to host National Coordinators meeting in 2017.

Action: Fintan to check with EAPN France as they are quite advanced in the request to host a meeting.

- 4) **Application Partnership Agreement 2018 – 2020:** Fintan reminded that we need a three Year Strategic plan to accompany this call which is likely to come out in April next Year. Important that we discuss this at Jan Bureau meeting.
- 5) **Executive Meeting Spring 2017.** Draft agenda a good starting point, we should discuss at Jan Bureau meeting. Date confirmed for 6 to 8 April in Cologne.
- 6) **Financial Update:**

Finalisation of Accounts 2016: Philippe has made an updated accounts which Fintan had not time to discuss with him. However all should be in order (in budget meet matching funds requirements). We will look in detail at Jan Bureau meeting.

2017 Application: No news received yet. Expect results in Dec. We would have heard if there were some problems.

Funding beyond 2017: Important to check consultation re. EASI programme and follow up. Important to check with Commission about likely situation. Fintan said this is being followed with other funded networks who will meet together on this in early Jan.
- 7) **EAPN Fund Management Committee:** Agreed to invite Simon Wilson to join the Fund Management Committee. Agreed that we should also explore some higher profile persons, Laszlo Andor or people from the cultural world (Axelle Red, Dardenne Brothers, Arno...) Fintan to check and follow up with Elke. Next Management Committee of the Fund to coincide with Bureau meeting in Jan. Need to prepare for that for example what are we proposing re next EAPN prize.
- 8) **AOB**

Date of Next Bureau Meeting: The Commission will hold its Conference on the Pillar of Social Rights on 23 January. We should build the Bureau meeting around that. For now try to keep free 21, 22 and 23 Jan. Sergio and Maria might also need to keep morning of 24 Free for Fund Management Committee. Exact date and times will be confirmed shortly.

Invites: Saviour any word re Maltese Presidency Conference on the ESF?