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Minutes PCE Board Meeting – Skype
Wednesday 24th August 2016 (18:00 EU – 19:00 GR, RO)

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Present: Daniela Rös Šiffelová, Florent Berthéas, Georgeta Niculescu
Absent: Elektra Diakolambrianou, Peter Tossmann.

Chair: Daniela
Minutes: Georgeta

1. Community Check-in
The Board members took turns to say a few words about their current activities.

2. Minutes of the last meeting
The minutes of the last meeting were accepted.

3. GA minutes
Daniela sent the first draft. All are required to review the document.

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(Action: All)

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4. Symposium benefit

Discussion about the email from Jean-Marc Randin in which he informed us that the 2nd PCE European Symposium ended with a small profit of about CHF 600.
Regarding the agreement between PCE Europe and organizing association, half of the profit is supposed to go to PCE Europe, and half to the organizing association(s). The organising decided to give it part (of € 300) to PCE Europe, in order to start creating a bursary found for participants to future PCE European Symposiums.

PCE Europe will adding it's part (of € 300) to bursary fund also.
Daniela will answer to Jean- Marc.

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(Action: Daniela)

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5. News from World conference

Geo presented a short briefing of the agenda and about the next conference of WAPCEPC that will be in New Zealand. There was a concern related to the date of the PCE Europe Symposium, which could be in the same year with the 15th edition of the PCA Forum. It was decided to contact the organizers in order to avoid these two events happen in the same month or very close.

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(Action: Geo)

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6. EAP & EAC
The Board members agreed to delegate Sylvia Rasch to attend the EAP & EAC meetings.
Because the dead-line for sending the nominees for the new EAC election (secretary and treasurer) and organizing committee of the EAC conference was on short notice, we were not able to find the proper resources in time.

7. Letter to the members

Newsletter to the members will be prepared.

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(Action: Elektra**)**

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8. Personal board meeting - payments, hotel etc.

Daniela will discuss with Peter about the procedure related to the expenses. Daniela will send the agenda.

(Action: Daniela, Peter**)**

We also discussed about the request of providing needed information for the section 3b. Florent will discuss with Peter about it.

(Action: Florent, Peter**)**

9. Kyrill Kryuchkov update (board statement)

At this moment Kirill is involved in the preparation of an issue for the WAPCEPC journal, special one that covers the Eastern Europe.

10. Certificates update

It was not possible to open the documents sent by email. The applicant from Sweden will be requested to send the documents via postal mail.

(Action: Geo**)**

We received two more requests for awarding certificates – one from Romania, the other from Germany. Magda and Sylvia will check the submitted documents and inform Geo.

(Action: Magda, Sylvia**)**

11. Agenda for the personal board meeting - proposals

- Daniela will work on a draft that will have topics as: PCE Europe goals, financial ideas, certificare, website, sending letters, events, donation fund, communication, etc. The schedule will depend on the arrival time of the board members.
- Florent proposed an effective working plan in four steps. The goal is to define the mission inside the PCE Europe, the objectives and the ways of putting into practice the purpose:
  1) Make a diagnosis – each of us to think of what is PCE Europe today, which could be its mission, what do we think it is good, what do we think less good?
  2) A brainstorming for setting a common diagnosis of the mission, goals and objectives of PCE Europe.
  3) Defining the individual goals and targets. What do we practically do? To whom do we address to?
  4) The practical way of doing things in relation with our goals, objectives and mission as a result of our diagnosis.

(Action: All**)**

12. Website - Infomaniac will send the contract by the end of September. Florent just received an email from them. He explains that Infomaniac has efficient solutions for small websites and that it is cheaper. Florent pointed at the fact that it is better to have everything in one place and that it would be a good idea to have a platform of communication hosted by them. But before taking any decision we must establish which is the mission and what do we want to communicate. Daniela will follow-up with them.

(Action: Daniela**)**

Date of the following 2016 meeting
    17-18 September   Personal Meeting, Prague