

PCE Europe board meeting minutes 17th July 2013

Present: Sylvia Rasch-Owald, Clair Higgon, Angelique Timmerman, Daniela Siffelová - Roes

Apologies: Pat Helsen, Simone Anderhub,

1. Welcome and taking the minutes

Minutes taken by Clair.

2. Minutes board May 2013

The minutes of the meeting held on 19th June were agreed.

3. Expenses

Recent request for expenses by our EAP representative were agreed

4. GA April 2014 in Prague

- Running issues to discuss (see list in the June minutes)

Daniela reported on a recent organizer committee meeting via Skype.

The tasks of organising the symposium and arranging for speakers have been amalgamated.

Promotion of the event is the main priority at present. A face book page and a specific website have been set up.

Clair agreed to liaise with the WAPCEPC Chair to have information on their website and in the next newsletter.

Action : Clair

- Upcoming tasks for the board

No tasks at present requested.

- Financial matters

It is planned to the PCE Europe account to take in fees once they have been finalised. Daniela requests some more information about the PCE Europe account to be able to get this started.

Action : Clair and Daniela

- Personal board meeting

It was agreed to have a board meeting prior to the GA on Friday 25th April from 14.00 – 18.00 hrs and to continue if necessary over dinner.

- Agenda GA

We have to prepare the agenda for the GA at least 6 months in advance, which means that we have to finalize and send it to the members before the end of October 2013. We agreed that Angelique will prepare a draft GA agenda, which will be further completed during the September and October board meetings.

Action : Angelique

5. Certificate handling process

Sylvia reported on the recent certificate activity and communication with its members. There are a few outstanding certificates to process.

It was agreed to invite Magda, Marina and Annie to a Skype meeting on Tuesday 13th or 20th August at 19hrs European time to discuss Annie Thompson's participation.

Items to be discussed will be agreeing a timeframe for applications, how the board maintains contact with certificate committee and the division of countries between the certificate committee members. It was noted that two new organizations had not been allocated, Cyprus and Slovakia. Clair and Sylvia will attend this meeting, Angelique will invite the certificate committee and Annie Thompson for this meeting.

Action : Angelique, Clair & Sylvia

- Labels certificates website

The new information to accompany the certificate application process on the website was agreed. Clair will make suggestions as to where to place the new information and discuss with Angelique and Daniela.

Action: Clair, Angelique & Daniela

6. European Association for Psychotherapy (EAP) and European Association for Counselling (EAC) representation

Sylvia will invite Heino to the later part of our next meeting (18th September 2013) to discuss his representation at EAP.

Action: Sylvia

7. Date proposal board meetings 2013:

The dates below were agreed.

- 17th of July
- 18th of September
- 23rd of October
- 13th of November (instead of the 20th)
- 11th of December

Date and time of next meeting:

Wednesday 18th September 2013, 18hrs European time.