

## PCE Europe board meeting minutes 16th April 2014.

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

**Apologies:** Simone Anderhub

### 1. Welcome and taking the minutes

Pat opened the meeting by sharing her regret that she was leaving Greece and would not be able to represent her organisation and be a part of the board and that she wishes to meet with us this one last time and do some final tasks to assist us before the GA. The board wished her well for the future. Minutes taken by Clair.

### 2. Minutes board October 2013

The minutes of the meeting held on 12<sup>th</sup> March 2014 were agreed.

### 3. GA April 2014.

- Final agenda

The final agenda was agreed by the board.

- Report on the Board Activities

A paper was prepared by Angelique outlining the activities of the board for 2012-2014. Minor amendments to spelling of names and fine detail were made during the meeting. Angelique will send this to Pat to send to member organisations prior to the GA

**Action: Angelique & Pat**

- Finances and Options paper

Simone has prepared the financial documents for the GA. The Options paper was discussed and minor amendments made. Financial figures have been added to the paper and will be presented at the GA. Clair will finalise the documents in consultation with Simone and will send them to Angelique. Angelique will make copies for the GA.

**Action: Clair and Angelique**

- Arrangements for the GA (room, catering, ICT, copying)

Daniela will ensure that ICT is available to display file copies of the agenda and finances. Clair requested a flip chart.

The auditing of the finances was discussed to identify people who may assist us with this task. Clair will ask two colleagues who may be willing to do this. Daniela will email three people who have indicated that they are delegates to check if they are representing their organisation or wish to attend the GA as guests.

Daniela will book a restaurant for lunch on Friday afternoon.

**Action: Daniela and Clair**

### 4. Symposium in Prague

Daniela discussed the delegates listed as attending the GA. It is not clear if some are representing their organisations at the GA or are guests. Daniela will email three people who have indicated that they are delegates to check if they are representing their organisation or wish to attend the GA as guests.

- Welcome speeches : Angelique will give a short welcome speech at the beginning of the Friday evening along with others.

**Action: Angelique and Daniela**

**5. Letter to request membership fees.**

Clair informed the board that Di English has sent the requests for membership fees out three weeks ago.

**6. Metanoia Institute UK? Russian organisation**

The application from Metanoia was discussed. The board agreed that it would grant membership to the Person Centred Department of the Metanoia Institute.

Angelique will email Peter to inform him.

We are awaiting papers from the Russian organisation

**Action: Angelique**

**7. Certificate committee**

Maria Iossifides has informed us of her intention to resign. We will need to seek a replacement at the GA.

It was agreed to invite the Certificate committee members to join us later in our personal board meeting at 11.30am. Angelique will email them with the invitation

**Action: Angelique and GA**

**8. Task Descriptions for board members**

It was agreed to communicate about this via email due to time constraints

**Action: All**

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Date and time of next meeting:

Friday 25<sup>th</sup> April 2014, 0900 hrs European time.