

Telecentres.Europe

Steering Committee Meeting #6

04.06.08

Chair: Gabi Barna

Taking notes: Madalina Botoroaga

Duration of meeting: 1h30

Present: Gabi Barna, Ian Clifford, Pawel Makowiecki, Melissa Pailthorp, Madalina Botoroaga, Joan Fanning, Meddie Mayanja, Ekaterina Fedotova, Christophe Devolder, Lize De Clercq (partially)

Agenda:

1. Welcome of Chair

Welcome from Gabi;

2. eInclusion workshop in Barcelona 16 June 2008. Pedro to provide details. What are organisers expecting from TE?

Pedro wasn't present at the meeting. The Steering Committee is waiting for his feedback on the topic.

3. Steering Committee meeting in Barcelona, 14-15 June 2008. Clarify admin issues like flights, accommodation, list of participants

Gabi applied to IDRC for a fast grant review to have the money before the event. If the process will run smoothly participant won't be forced to pay upfront for the cost of the event. Participants should still purchase flight tickets and they will be reimbursed after the event.

The hotel was booked for the participants by Ester (Esplai) and it is located in the center of Barcelona.

The meeting will take place at Esplai.

The transfer from hotel to Esplai by will be by minibus. Ester is taking care of the logistics.

Katia will not be able to attend due to visa issues.

Juraj and Matthias have resigned from the ST. Kirstin has requested to be temporarily excused due to busy schedule.

The rest of the Steering Committee members will be present at the meeting (Pawel, Gabi, Ian, Pedro, Christophe). Meddie and Melissa will also join the meeting.

Joan to provide short feedback on documents developed so far and changes, additions or amendments the authors might consider.

4. Joan to provide short feedback on documents developed so far and changes, additions or amendments that the authors might consider

Joan will summarize all the existing documents and will provide recommendations. She suggests prioritizing the discussion topics for Barcelona. Joan will follow up directly with the owners of the packages to get more insight into their approach. She will draft a recommendation (pros and cons) for the organizational approach.

Discussion around having a legal entity for the network (Advocacy and funding might be difficult without a legal entity). Joan will follow up with Gabi and Ian (Advocacy Working Package) and will provide recommendations.

5. Discuss the two day meeting agenda

Lize sent feedback about her potential contribution to the agenda. There is only a rough draft of the agenda, created by Pedro for the original 1 day meeting.

Desired outcomes of the meeting:

- have a framework plan and next steps; The creation of a detailed 12 months action plan is not realistically possible during the meeting (Joan)
- membership and organizational structure

Meddie will play the role of the facilitator during the meeting.

Outcomes suggested by Melissa:

- basic plan that could be shared with the network and externals
- scope of work for a staff person;

There is a need to understand the resources needed for a staff person. Telecenter.org has 20k USD in store for this purpose(Meddie)

Joan will draft the agenda.

There was an idea (Gabi) to have one organization apply for a EU Grant to setup a network. Gabi and Christophe will look more into the options available.

6. Telecentre.Europe official website

Lize still has to upload more info and organize the website. Deadline to finalize the website by end of next week

A decision should be made around what logo will be used on the website. The logo provided by Laurentiu Bunescu was supported by the network.

Ian will write to all the members of the network with the logo after Laurentiu has confirmed that could be used and has a high resolution. Deadline to have the feedback from network on logo is Monday, June 9th.