

# telecentre-europe

## Steering Committee Meeting #5

28.05.08

Chair: Gabi Barna

Taking notes: Lize De Clercq

Duration of meeting: 1h30

Present: Gabi Barna, Ian Clifford, Pawel Makowiecki, Melissa Pailthorp, Ekatarina Fedotova, Christophe Devolder, Meddie Madayanja, Lize De Clercq

### Agenda

#### 1. Welcome of Chair

welcome to Christophe Devolder

#### 2. Review of notes from last meeting

- logo: the one of laurentiu bunescu received most endorsement (*not very clear what should happen now*)
- organisational workpackages: to be finalized through strategic document that will be related to all strategies
- Ian can give a more detailed report on EUTA event
- membership of steering committee: Matyas also resigned now, we have a vacancy now
- both strategies of lize's workplan were endorsed
- krakow: nobody else then lize seems to attend
- last issues were not dealt but are now included in the agenda

#### 3. Feedback on the EUTA event:

to be honest: was not so succesful, it was a big conference room, but only 40 from 150 turned up, there were some interesting people though (gabi will add the names) but the "big discussion document" – a common telecentre strategy - was not mentioned...

there was general talking on what telecentres are about, and there were small sessions where everybody was promoting a bit their own organisation, but no documenting happened. no alternative/additional european network seems to be under construction. christophe: relation with event and Matyas resigning from steering committee? ian explained to Matyas that steering committee members are expected to contribute. also, telecentre-europe was not given a slot although we asked for it several times. ian just had the chance to intervene during discussion on general issues. lize: to blog or not to blog on the event? event was not announced on ning although lize asked Matyas several times to upload it – so ok for ian and gabi NOT to cover it through a blog.

#### 4. Progress report by working group leads on Work Packages. We need to agree on timeline for finalising drafts. We can count on Joan Fanning's support before and post Barcelona.

Joan will start to read through workpackages, then will give assesment, take the lead, and summarize the work done in an overall draft document

state of different workpackages :

**- organisational package**

gabi: is waiting for endorsement of pedro & gabi, melissa asks a lot of details, we are not sure on the level of detail. joan will assess on that, but first we give her some time to browse all documents.

joan: we can also ask her for specific direction & guidance – she will give her point of view on how she could help

ian: those documents are long term visions, maybe we need to adapt them more to our deadline in june, maybe we need more concrete documents, like: this is the network – this is what it will do: let's take out key elements of written strategies and spit them into a short document that summarizes the key decisions we need to focus on

lize's remark on topdown versus bottom up:

ian: should we focus on activity or on organisation? focus should be on organisation, it's through that's top down, but we need some kind of organisation – otherwise it will be impossible to deliver big issues

lize: her vision is not based on feedback from community, just a "feeling" of being afraid of building the organisation too fast, we need more time to let the "momentum" really flow into concrete activity of volunteer knowledge sharing because until now nothing has happened

"volunteerly", it was all orchestrated by lize. lize is afraid of creating an "empty organisation".

gabi: thinks people understand some people have to be paid if we want some work to be done – also difficult to work with too many people, is really not effective if we want to put something on the table

joan: summarizes: there seems to be a tension between long term vision and shorter time – and also between structure of staff and volunteer structure– she will make a tangible document on that to decide upon in barcelona

**- knowledge sharing & communication strategy:** lize has uploaded a first (unfinished) brainstorm draft where she tried to fit in the endorsed Content Community Facilitation strategy and some elements from the contract between telecentre.org & esplai into the strategy template Ian made. it now is waiting for pawel's feedback and next week we will upload a second draft. *ekatarina has done the same for the communication strategy but still not uploaded it (lize will ask her to do so and add her feedback)*

**5. Event participation in 13th International ITA Workshop, Krakow 4-6 June 2008. Who can attend?**

lize is attending - pawel posted "might attend" on ning

lize will upload for endorsement a detailed scope of what she will be doing there

**6. eInclusion workshop in Barcelona 16 June 2008**

... *(lize lost connection here and doesn't know what has been said)*

**7. Steering Committee meeting in Barcelona, 17 June 2008. Clarify admin issues like flights, accommodation, what the agenda of the**

**SC meeting will be? How will we best use the time there? Confirm list of participants.**

gabi: we need more input on the agenda draft, joan will be useful on that because we have to take some decisions over there, suggest to give joan some time to run through, and then give feedback on the agenda draft

meddie: proposes to work 2 days instead of 1 day of steering committee meeting

gabi: proposes to change accomodation from esplai to city centre of barcelona

christophe: cannot attend steering committee meeting on 17<sup>th</sup>, would come only for einclusion workshop – there is a proposal from pawel & ekatarina to change the dates of the meeting to the weekend 14–15

also: do people have to prepay the ticket or not? could be not easy for everybody

gabi to open a discussion on the dates and accomodation on ning

**8. eInclusion Awards:**

we will discuss that next meeting, the deadline is only in september  
lize to post the news on ning

**9. Internal Communications on the Steering Committee**

lize wants to know pro & contra about having discussions on list or/and on ning: do we want both? does it depend on the type of discussion? what problems do people encounter and what advantages do people see for both systems? she needs a decision on that to be able to guide & consult the internal online communication & documenting

lize: seems difficult to follow ning discussions with the use of a blackberry, as the ningsystem notifies through email sending a link to the discussion and/or reply

gabi & ian: getting use to ning is not always simple, email is more easy

pawel: browsing too much email is not simple easy, and replying to an older discussion is also easier on ning. on a short term ning seems a bit more difficult, but in the long run, when people get used to it, it will give better results

ekatarina: catching up after some weeks of absence has been much easier going to ning than browsing through so many list emails

gabi: asks lize to guide and train on ning use

christophe: would be good to have a place where we can immediately check all important documents

lize to open up a discussion on the use of ning, where everybody can write down problems they encounter

lize to make a textbox with quick links to the most important documents