



**MINUTES**  
of the  
**2<sup>nd</sup> Live Meeting of BoE**

**Aachen**  
**21/10/2011 to 24/10/2011**

*Minutes made by:*  
*Henning Kronen*

## Present people

Present: Sveta, Joanna, Michael, Henning, Sanne

Not Present: Kristel

Minute Taker: Henning Kronen

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### **1. Opening**

The 2<sup>nd</sup> live meeting is officially opened at 17:30 CET (19:30 Moscow time) 21/10/2011 by Sveta.

### **2. Announcements**

Present are: Sveta, Joanna, Michael, Henning and Sanne. Missing is: Kristel. Minute Taker is Henning.

### **3. Approval of the Agenda**

Agenda is approved by the present people.

### **4. Mail & e-mail requests & technical support**

Mails and e-mails are requested. The technical support is done by Henning.

An announcement by Sanne and Henning: Emails should be forwarded to the private accounts by googlegroups.

## 5. Partners and sponsors

The BoE will ask the previous board for the contract with studyportals.eu. The Board will also work on a better visibility of our partners at the homepage.

### 5.1 EGEA Alumni & Dinosaurs

Sveta contacted Dirk and Marta. Dirk gets the moderator status. He will be also responsible for the Alumni chapter at the EGEA Wikipedia article. The board decides to cooperate on job promotion and will introduce the Newsletter cooperation.

### 5.2 EUROGEO

Next week Sveta has an e-meeting with the EUROGEO board. The plan of cooperation will be ready until the 18<sup>th</sup> November.

### 5.3 IFISO

Filip Popadic joins the IFISO meeting as representative of EGEA. The meeting will take place in Thessaloniki (Greece) from 20<sup>th</sup> to 24<sup>th</sup> of October. Filip will search actively for new ideas and new partners.

### 5.4 TEMPUS

The aim of the GEM-TEMPUS project is to establish GIS Masters in Asian countries. They have money for EGEA in their budget to attend 2 meetings (June 2011 & October 2012) Our aim as a partner is to explain how to organise a student organisation and how our association is functioning. In November Sveta has an e-meeting with our partners from TEMPUS. The dates for the next TEMPUS meetings will be published in advance by the BoE.

### 5.5 ESRI

Sanne has a meeting at 15<sup>th</sup> November with Frank from ESRI in Utrecht. She will give an update about EGEA and report about the Annual Congress 2012. She also wants to arrange places at ESRI congresses. The correction of the new contract (until 2015) is still in progress. Entities are invited to contact local ESRI offices for support. This point will be also at the agenda of the regional meetings. Kristel will inform RCOs about the importance of using just ESRI software at workshops. The Board will set up a manual, how to follow contract agreement with ESRI.

### 5.6 Universiteit Utrecht (University of Utrecht)

Sanne is waiting for Roos pictures to finish the Annual Congress report.

The agreement about the loan for website development should be made as soon as possible. Sanne and Jelle are working on it.

### 5.7 Prospective Partners

Henning will ask for an appointment with **BVL** (federal organisation for logistic) in November. Sveta will ask Holger about **AAG**. Sveta has an appointment with **APECS** president on the 14th of November.

### **5.8 Letters to potential sponsors/List of potential sponsors**

The BoE will propose the Fundraising Committee to be responsible for sending letters to potential sponsors.

## **6. Committees**

The BoE announces that the committees' pages have to be updated. The Regional Assistant's page and the Official Affairs Committee are not used. They can be deleted.

Another point is to arrange an earlier Open Call for committees in order to manage with the transition period in summer. The idea is to have more clear overview of committees' future plans (members, candidates for Speaker and Secretary positions, future projects) at the Annual Congress. For example, we can launch an Open Call after regional congresses, make a better promotion of committees at the web-site or even ask committees representatives to tell about committees and its work at regional congress (if there are some amongst congress participants or organizers).

This can help to start an earlier transition of the committees next years and as a result to have more time to plan future projects and to arrange the live meetings as soon as possible at the beginning of the EGEA year.

Therefore the BoE would like to discuss this proposal at the Strategic and Organizing Committee meeting in Warsaw and preliminarily states that the next application period can start after the regional congresses.

### **6.1 Overview**

#### **– European Geographer**

Tobias Michl (EGEA Augsburg) is the new editor. The upcoming year EG plans to publish two editions – issues number 8 and 9. With the current potential they would be able to publish one more issue, but the budget does not allow another one. The articles for issue number 8 should be finished until the end of November 2011. Publishing date should be February 2012. The cover needs a better quality. Therefore Sanne and Inge Wiegenkamp decided, that the next edition will be printed in Utrecht.

#### **– Entity Support Committee**

The new team is Grzegorz Łach (EGEA Warsaw) as speaker and Maximilian Gosa (EGEA Timisoara) as secretary. The first live meeting will take place between 2<sup>nd</sup> and 3<sup>rd</sup> December in Warsaw.

#### **– Scientific Committee**

The new team is Sandra Sosnowski (EGEA Mainz) as speaker and Gerda Moor (EGEA Tartu) as secretary.

#### **– Communication and Media Committee**

The new team is Sander van der Klei (EGEA Utrecht) as speaker and André Berger (EGEA Trondheim) as secretary. The committee has many motivated members with experience in filming and designing.

#### **– Human Resource and Training Committee**

To find candidates they need more time. Many people joined the committee during the FINE event.

#### **– Activities and Events Committee**

The new team is Carolin Ziegler (EGEA Erkangen) as speaker and Flavius Sirbu (EGEA Timisoara) as secretary.

The BoE will contact them to find a new solution for the Entity Ranking List and for establishing this year a stress calendar. The Evaluation Form will be made from this year by the Activities and Events Committee.

– **Fundraising Committee**

At time there are just two members. The BoE wants to promote the Fundraising Committee at the forum to find some members and will also ask the members of the Financial Control Commission to join this committee.

– **Website Committee**

Sven Vanderhaegen is the new speaker. The secretary will be found until the end of the week.

### ***6.2 Preparation for the Organisation and Strategy Committee meeting in Warsaw***

The meeting will take place in Warsaw between December 3<sup>rd</sup> and 4<sup>th</sup>. The preparation is going very well. Rooms at university are already booked. Joanna still searches for hosts. The Agenda for the whole event is ready. The BoE will ask Jelle for leading the RA meeting. Before the live meeting the BoE will make an e-meeting with all RAs. The speakers and secretaries will have also an e-meeting with Joanna in November. Kristel will be responsible for the RCO meeting. The BoE will make a statement about the work that has been done and report about the future structure of EGEA (BoE & RCP functions).

## **7. EGEA Publications**

### ***7.1 The European Geographer***

As mentioned above, there are 3 editions in the tube. The printing and distribution will be made from Utrecht. The last edition had a big success; 30 magazines have to be printed extra, for 5€ per magazine. Sanne will give an overview about printing costs. There is also the idea to sell the old editions. Due to the fact there are this year a lot of new members. The editorial board should pay attention to EG promotion.

### ***7.2 EGEA Newsletter***

The newsletter gets a new layout. First edition of this year will be published on 15<sup>th</sup> of November.

### ***7.4 Calendar***

The pictures for the Calendar 2012 are chosen. CMC takes care of it. This year we will have an online edition. The BoE decides to print some editions for our partners and sponsors.

## **8. Regional Affairs**

### ***8.1 Eastern Region overview***

There are some not so active entities. Mentioned are Bratislava, Tbilisi and Sofia. Poznan is planning an exchange with Rome. Prospective entities are Lublin, Brasov and Arkhangelsk. In Ukraine there could be entities in Lviv, Odessa, Dnepropetrovsk and Sevastopol; in Russia – Tver, Astrahan and Kazan.

### ***8.2 Western Region overview***

With Amsterdam, Kiel and Aachen some small entities found new members. Bonn has two new CPs and looking forward to the upcoming year. Prospective entities are in Passau, Frankfurt, Hamburg, Salzburg. There are also plans for Giessen, Luxemburg and Lausanne.

### **8.3 Euromed Region Overview**

In Bologna, Lisbon, Dijon, Mytilene, Izmir, Valencia and Israel there is at time no activity visible. Milano is not interested in EGEA. Sevilla is doing well. Prospective entities are Madrid, Porto and Nis.

### **8.4 North & Baltic Region overview**

In Finland there is a problem to find new members in all entities except Helsinki. Kaliningrad asks for a visit of an official body from EGEA to make a presentation in the University to promote EGEA amongst students. Currently all active members from the last year graduated and work, do not have time for EGEA. Prospective entities are Klaipeda, Roskilde and Aalborg.

### **8.5 Regional e-meetings in November**

The BoE decides that the e-meetings should take place between the 21<sup>st</sup> and the 27<sup>th</sup> November. Important points are BoE matters (policy, finances, committees work), CP Day and importance of attending regional congresses; to motivate entities to make a clear activity plan and establish (if still not done) a clear structure (mandatory status – having an official board); to spread entity report made by ESC to all contact persons; status of entities and an update of (e-mail) addresses.

### **8.6 Regional Assitants cooperation**

Henning opened a forum for RA affairs 2011/12 to exchange data and information. Also to organise an e-meeting between BoE and RAs before regional e-meetings.

### **8.7 Regional surveys 2009-2012**

About the regional surveys there will be introduced a discussion on the forum. A special focus is not chosen at time. The Regional Assitants will collect and analyse data about the tendency of the last three years of the regions (using entity surveys from last years). The content will be an entity survey including an activity report. At the regional meetings we will motivate the entities to make an activity plan in advance (at least one year in advance). It will be one point at the next e-meeting between RAs and BoE.

## **9. Regional Congresses 2012**

The BoE is thinking about a common schedule for regional congresses for next years, which means that we can establish a timetable for opening a congress website, registration, payment etc. For example, to ask congress organizers to open forum topics after AC, to open congress website before November 1st, to open registration at a certain time before a congress etc.

### **9.1 Scientific symposium (possibility)**

It will be nice to have at the Regional Congresses a scientific session with 3 to 4 presenters about one hour.

### **9.2 CP Day 2012**

The BoE gives the recommendation to the RCOs to set the CP Day at the first day of the congress (arriving day). There will be a common structure for all regional congresses. Invited are especially new EGEA members (future or prospective CPs).

### **9.3 Cooperation and communication with ACO**

The BoE will open a topic about RC updates.

## 10. EGEA finances

Sanne is checking in the contracts with ESRI and Universiteit Utrecht the topic for congresses.

### 10.1 Account update

On Monday Sanne has an appointment at the Chamber of Commerce in Sittard and the Rabobank in Maastricht to hand in the missing documents.

### 10.2 Scenarios for future finances/budget

The first e-meeting of the Fundraising Committee has to be as soon as possible, so that they can start their work.

### 10.3 FCC requests

At 2<sup>nd</sup> of November there will be an e-meeting to discuss the finances.

## 11. Grants

Due to unexpected expenses following an EU audit of the 2008 the BoE will consult the FCC on a revised budget. At time the BoE is working on the YiA Grant by the European Union.

### 11.1 EU application 2012

Sanne will delegate the tasks for the EU Grant. The meeting for this will take place at 1<sup>st</sup> November 19.00 CET on skype. Henning points the deadline (7<sup>th</sup> November) in the calendar. The repayment of 2198€ has made in the best case before we apply for the next year (the repayment is because of the EU Grant 2008 audit(see point 11)).

## 12. Secretariat

### 12.1 Status of documents

All documents for a Chamber of commerce are ready.

### 12.2 Statutory Base changes

The BoE waits for this years GA minutes. Sanne contacted an organisation for free legal help especially for student organisations. She still searches the cheapest option. It will be a task for the 4<sup>th</sup> BoE live meeting in Moscow.

### 12.3 EGEA archive

The archive is cleaned up. Until March it will be digitised. Sanne is planning a scanning session and invites all interested EGEA members.

## 13. EGEA English summer school in Malta

The topic in the forum is started <http://www.egea.eu/forum/topic/10586>. BoE and organisers are searching for grant opportunities.

## 14. Next meetings

- 29<sup>th</sup> January to 5<sup>th</sup> February: Live meeting in Moscow
- 1<sup>st</sup> to 6<sup>th</sup> June: Live meeting in France

### 14.1 Next e-meetings

- 1<sup>st</sup> November
- 7<sup>th</sup> November
- right before Regional e-meetings

### 14.2 Next BoE live meeting

- 2<sup>nd</sup> to 5<sup>th</sup> December: Warsaw

## 15. Entity Names

The BoE announces that entity names has to be written in English or the foreign name as long it is in latin alphabet and is typable on all common keyboards. That means how it is custom.

## 16. Problem in Romania

The BoE states that there should not be a competition on a local level between entities. Active entities have to support less active entities. In general, entities should support each other, not compete with each other (except the competition for organizing EGEA congresses).

As pointed in the EGEA Policy Paper 2011-2012, we would like motivate more active and bigger entities to support smaller and less active entities, especially in the same region/country. The core of EGEA is cooperation, sharing knowledge and experience, helping and supporting each other and our colleagues. EGEA is not a championship, it is a network.

## 17. 25 Years of EGEA

The BoE suggests a date in the beginning of June. The BoE will ask older BoEs to work on an article of EGEA history.

## 18. Closure

Official closure is 02:00 CET 24/10/2011.