

PCE Europe board meeting minutes 15th May 2013

Present: Sylvia Rasch-Owald, Clair Higgon, Pat Helsen, Simone Anderhub

Apologies: Angelique Timmerman, Daniela Siffelová

1. Welcome and taking the minutes

Simone agreed to take the minutes

2. Minutes board April 2013

The minutes were agreed.

3. GA in Prague, April 2014

Daniela and Willi are still waiting for the University of Prague to confirm the availability of their large conference room on one of the two dates we proposed for the GA. Daniela will inform the board asap once she hears back from the university. The board agrees that we can wait for the answer until our board meeting in June as the membership needs to be informed about the date of the GA six months before it shall take place.

Action: Daniela

4. Certificate handling process/ labels certificates:

Marina has been in contact with Sylvia and confirmed that she got in contact with the national organisations' to check the applicants' qualifications. Sylvia noticed that some applicants (e.g. Simone Anderhub, member of the PCE board) did not appear in Marina's list. It seems that some "older" applications might not have come to Marina's and Magda's attention due to technical problems we were facing in autumn last year.

The board agreed that Simone will get in touch with Magda and Marina by email and send them the names of all applicants who have paid since summer last year to check whether Marina and Magda know of these applicants.

Regarding the turnaround time of the issuing process for certificates the board agreed that it should not exceed three months.

The board proposes that once we receive an application we confirm the receipt by email and let the applicant know that we will do our best to issue the certificate asap, but that the process might take up to three months as it involves quite some communication. This will be discussed with the certificate committee to see if this is a reasonable time frame.

The response to Peter Schmid's letter was discussed and agreed that it should now be sent.

Action : Simone & Angelique

5. Direct contact membership

Pat will send a draft of the next newsletter by 15 June. She asks the board about any interesting news which should go into the newsletter. She also mentioned that we did not get any response to our last newsletter.

Clair will write something about PCT Scotland's AGM. Clair suggested that we inform our membership about PCT Scotland's donation of 500 GBP which is designated to fund membership fees of organisations' which cannot afford

these. The information shall also invite other organisations to contribute to this fund. The board also agreed to write about the difficulties we were facing with the certificate issuing process and the improvements which have been achieved.

Action: Pat & Clair

6. Request from Annie Thompson (BAPCA)

Annie Thomson the former chair of BAPCA is interested in actively supporting the PCE board. Unfortunately the board has already reached its maximum size so there is currently no chance to co-opt her. Sylvia suggests that Annie might join as a guest and take some responsibility e.g. in the certificate process (helping Marina and Magda with checking applicants' qualifications) or contributing to the newsletter. Clair will talk with Annie about this proposal.

Action: Clair

7. Finances

- We will close the current financial year (Apr 2012-2013) with a break-even. Even though this is good news, it also implies that our means are too scarce to allow a personal meeting of the board. The way we work now (based on monthly Skype meetings) we are able to maintain PCE as an organisations, but it seems impossible to further develop our organisation and help it grow into a bigger movement. This would need a real get together of the board providing time to discuss strategical questions and to find creative solutions. To save money in the coming year Sylvia will discuss with Heino Moennich whether it is worthwhile for PCE to be a member of EAP. The board agreed that PCE will advance money to Willi and Daniela for any cost incurring in regard to the symposium / GA in Prague. The board will work out a sustainable plan to get the money back from participation fees.

8. Professional and Training Standards Accreditation Committee (PTSAC) of EAC:

Simone wrote an email to EAC introducing Regina Juergens as a suitable candidate to chair EAC's training standards committee. Should EAC chose Regina as their chair, Simone will contact Regina and ask her whether she would be fine in joining PCE board's Skype meetings to feed back to PCE what is going on in EAC's training standards committee.

Action : Simone

Date and time of next meeting:

Wednesday 19th June 2013, 18hrs European time.

