

PCE Europe Board Meeting – Skype

09th February 2015 – 18:00 – 19:00 hours (ET)

Minutes of the Meeting

Those present: *Clair Higgon (at 18:30), Sylvia Rasch, Angelique Timmerman, Daniela Rös Siffelova*

Apologies: *Simone Anderhub, Annie Thompson*

Chair: *Angelique Timmerman*

Minutes: *Sylvia Rasch*

1. Welcome

Angelique welcomed everyone to the meeting and explained that Clair joined us later and Annie was not to be reached unfortunately.

2. Minutes of the Meeting 08.12.2014

The minutes of the previous were agreed.

3. Personal (face-to-face) Board Meeting 2015: 10-11 of April 2015

Angelique asked about travel accommodations. Clair has booked her flight. For Daniela und Sylvia going to Bielefeld is no problem.

Agenda Items

Clair adds her proposal about the finances to be discussed in Bielefeld.

Addition: Clair and Simone note that some of the financial processes are not always clear and propose that we formulate some documents that outline the process for financial transactions as a way of ensuring that in the future it is clear for new board members.

Action: Clair and Simone

4. Collaboration as PCE Europe board (Angelique)

We all are surprised about Annie's announcement to resign as it is not clear what has happened for her during the past period. We have not had contact with her until now about it. Clair will write another email to her.

Action: Clair

5. Meeting certificate committee (Sylvia)

There was a Skype meeting with Magda Draskoczy. The only problem is the payment of the applicants; the process seems to be running well. An applicant may not get feedback that the application was sent and waits for feedback before paying. Daniela will talk to Renate Motschnik how to alter the homepage for this processing to make applications running smoother. Clair gets an email from Sylvia about two German applicants to check whether they have paid.

Action: Daniela, Sylvia and Clair

6. EAP meeting in Vienna 20-21February 2015 (Sylvia)

Sylvia and Angelique had a separate Skype Meeting about the EAP meeting. Sylvia will get as much information as she can about the structure and content of EAP's work, goals and how collaboration between EAP and PCE Europe could develop in

the future. She will write a summary about her impressions for the personal board meeting.

Action: Sylvia

7. EAC training standards (Angelique/ Sylvia)

Background is that we have received information of EAC that following their Governing Board meeting in Athens they do like us to remind our members that any Training Organisation attached to PCE Europe can now apply for Membership of EAC as a General Member and then apply to have their training courses accredited. As a member of PCE Europe they would already be fully compliant with EAC training standards and therefore they would only need to submit details of their training courses for assessment by their PTSAC (Professional Training Standards and Accreditation Committee). We discussed the possibility of advertising this information on our homepage and decided that we will do that only if it works for both sides, which means that EAC also is advertising our certificate on their homepage. Anyway, there needs to be more contact and discussion between EAC and PCE Europe about any kind of collaboration in the future.

8. AOBC (e.g. finances, website, membership applications?)

There is an application for a Greek organisational certificate pending. Sylvia writes an email to the applicant to get clarity on the reason.

Date next board meeting (European time): Monday 9th of March 2015 from **20-21** hrs. ET