

**Minutes PCE Board Meeting – Skype**  
**Monday 22<sup>nd</sup> February 2016 (18:00 EU – 5pm GB)**

**Those present:** *Angelique T., Clair H., Daniela R., Sylvia RO*

**Joined at 18.30 EU:** *Sheila H., Florent B.*

**Apologies:** *None*

**Chair:** *Angelique*

**Minutes:** *Sylvia*

**1. Community Check-in**

The Board members took turns to say a few words about their current feelings/lives.

**2. Minutes of the Meeting** (11<sup>th</sup> of January 2016) were agreed.

**3. General Assembly**

**- Cover letter and agenda, 2014 GA minutes**

Angelique will finalize the cover letter and GA agenda and send it to Daniela to e-mail both documents to the delegates. After that Daniela will put them on our website. She will add the email address: [contact@pce-europe.org](mailto:contact@pce-europe.org) for indication to the board if delegate is attending or offering apologies.

**Action: Angelique, Daniela**

**- Financial report**

We still have 29 members but some didn't pay that means they didn't renew their membership. Only 24 members paid their fee for 2016. On our website we leave it like it is (29 members).

**- Options paper: EAP and EAC membership**

Clair will add her amendments and send them to Angelique who finalizes the option paper. After that the options paper will be send out with the GA documents by Daniela.

**Action: Angelique, Clair, Daniela**

**- Questionnaire to members**

Daniela finalizes it and sends it to Angelique. After final check-up, Angelique sends it back to Daniela for the GA e-mail to delegates and for the website.

**Action: Angelique, Daniela**

**- Invitation WAPCEPC delegate**

Chair of WAPCEPC is Tricia McCann. Angelique will send her an email with an invitation request for our GA and copy Di English and Greet Vanaerschot in the invitation email.

**Action: Angelique**

**4. Fund: maximum amount and rules for bursaries**

Relating to the request for a bursary from Ivan Ellingham we noticed that there are no regulations yet relating to funds. We discussed a limit of funds. We decided to support Ivan Ellingham as a speaker, only this one time and to fund his attendance to the symposium (290 EUR). The new board should discuss regulations for bursaries. Clair will contact Fabienne Felix. On the GA agenda we add the item "Funds".

**Action: Angelique, Clair**

**5. Co-option at board meetings – Sheila and Florent**

Sheila Haugh from Czech Republic and Florent Bertheas from France joined us. Sheila will not candidate for the board because of personal reasons. Florent will stay candidate. Angelique gave an overview of PCE Europe tasks and the way in which the board has functioned over the past 4 to 6 years. Florent wanted to know how many persons will candidate for the new board: Including Daniela there are five. The present board members offered their help and future support if needed. Daniela says for her it's a challenge to be the only one left from the late board and with Elektra being board member of WAPCECP new ways of cooperation between our association are possible.

**6. AOCB: Letter for membership renewal**

Clair has sent a draft letter to Angelique for feedback. The membership letter is for the membership fees for 2016 to 2017 for all members including those who did not pay last year. The membership fees are due in April.

**Action: Angelique, Clair**

**Date of following 2016 Skype meetings:**

14<sup>th</sup> of Mar 18:00 (EU) 5 pm (GB)