**Minutes**

**25th BOARD MEETING**

**25 January 2014**

**Participants Board meeting:** Sarah, Nicoletta, Andreas, Niels-Erik, Julia, Rokhaya, Eyachew, Karim

**Apologies**: Jallow, Valentin, Adla

**Participants ENAR Secretariat:** Michael, Shannon, Myriam

**Venue and accommodation:** ENAR Office & Park Inn Brussels Midi, Brussels

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| Saturday, 25th January, 20149:15-17:00  |
| **No** | Matter |  |  |  |
| **09:15-11:00** | **1. Adoption of the agenda and the minutes of the previous board meeting****DECISIONS:*** **The Agenda is adopted**
* **The minutes are adopted**

**Follow up of the decisions of the previous Board Meeting:****FOR INFORMATION:*** Andreas is following up with the DGB regarding their letter to ENAR about the status of 2012 ineligible expenses to be reimbursed to the EC.

**DECISIONS:*** **The Board requires shorter minutes flagging up the decisions, with only the essential contextual information**
* **Differentiate Decisions and For information**
* **Juliana to check with Nicoletta about the situation of the Cypriot NPC – who’s doing what?**
* **NPC contracts have to be sent as soon as the EC has clarified all elements of its agreement with ENAR**
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| **11:30-13:00** | **2. Content discussion:** **New Shadow report process*** See annexed briefing note by Shannon

**FOR INFORMATION:*** Secretariat/Board to ensure that authors understand that they will not have to cover every single issue every month. The focus of the reporting might change from month to month, or be different according to country-specific issues. The monitoring process should help ENAR produce better resourced documents in line with its different advocacy priorities over the year. We need to infuse the institutional debates with the grassroots reality.
* We need authors who are reliable to contribute to our delivery: feeding into a common database to store information to be extracted on demand by the new SR Officer.
* What ENAR needs to look at: not so much at the legal framework in every member state, but at the EU legal obligations, irrespective of how they were transposed. We have to highlight the reality on the ground: the gaps and loopholes in implementation. The EC needs to be accountable for what is (or not) happening on the ground. E.g. “victims need to receive assistance on the ground. It does not happen, here is the evidence. Why? EC need to act in such or such a way”.

**DECISIONS:*** **The principle of a monthly reporting scheme is agreed upon. The Secretariat has to set up a proper database that reporters can feed into.**
* **2014 reporting will establish initial base line information on hate crime, in line with our advocacy. For the rest of the year, reporters will be free to report on the issues that matter in their country. The reporting process shall not be rigid but cater for specific country reporting.**
* **The country results of the 2013 reporting on employment will have to be updated on a regular basis in the coming years – using country factsheets on the website.**
* **The Secretariat will develop a simple reporting template according to advocacy needs. We need to avoid paperwork for the reporters.**
* **The NPC will first be proposed the contract. If they refuse, ENAR will look for another NGO, preferably a member of ENAR. The contracting author is free to subcontract to external experts if s/he is missing expertise on a specific issue.**
* **Payment will amount to 500€/quarter. The contract can be broken if ENAR is not satisfied with the quality and follow up in the reporting.**
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| **13:45-15:15** | **3. Content discussion: update on the strategic planning process****FOR INFORMATION:*** AH and MP debrief on the results of the expert group meeting on advocacy impact indicators that took place the day before.
* One of the key conclusions is the need to reduce the number of activities per year if ENAR wishes to demonstrate impact in its advocacy. We need to propose a menu with a few high quality meals rather than an extended low quality menu. ENAR should also work with different levels of priorities within a same project. We do not need to organize a meeting on each topic to demonstrate that we are active on the issue: it can be about ensuring advocacy towards MEPs on a specific subject in every meeting, rather than organizing a meeting without follow-up. As a consequence, the Secretariat will review all its work in the course of February to restructure it around a few key strategic projects (most probably data collection, racist violence/hate crimes, communities, EP elections and equal@work). These projects will integrate all the different aspects of ENAR’s work. The rest will be dropped.
* The focus should be on what we would like to achieve by 2017: what are our objectives and targets – not only in terms of policy, but also human and financial resources, or gender mainstreaming in our activities…

**DECISIONS:*** **The SP will need to mainstream networking, finances and communication with policy in a better way than the current SP.**
* **The SP has to be an inspirational document guiding the governance to take appropriate decisions. The detailed outcomes should not be in the consultation document, neither approved at the GA – too technical.**
* **To start the consultation process: send an email asap to all members asking 2 main questions: Within the framework of ENAR’s key priority objectives:**
1. **Where do they see their activities fit in ENAR SP in the coming 2-3 years? Where can we meet and support each other? What are their plans?**
2. **What is their priority at European level?**
* **The principle of an interactive and innovative consultation (using video of the Chair, skype meeting…) is validated. JW should also contact the members personally to seek their opinion.**
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| **15:30-16:15** | **4. Varia****4.1 Finances** by Myriam**FOR INFORMATION:*** According to estimates, we will not miss co-funding for 2013 – still waiting for the national activity and financial reports to have a complete overview.
* Cash flow: 100K remaining on the bank account. We might avoid using a credit line if the 1st installment from the EC comes rapidly.
* For 2014: the full amount requested from the EC has been agreed upon – we have received the official letter.
* We will need to fundraise 280 000€ to get the full amount for this year (100 K€ are already covered by OSIFE; a request for 50 000K€ is being examined by JRCT; we will approach Sigrid Rausing Trust and Adessium as soon as the website is up and running).
* ENAR has been characterized over the years by uneven relationship management – but relationships are crucial in securing funding. The Secretariat proposes to put in place the “Meet and greet programme” whereby the Board Members and the Management Team will have a provisional 200€/month budget/pp to invite key stakeholders and advocate/nurture/develop our relationship. Meetings will have to be planned in collaboration with the Secretariat for the follow-up, and will be subject to short reporting to ensure continuity.

**DECISION:*** **The Board agrees to make space in the budget for the “meet and greet” programme. MDF and MP to work on the amendments to the budget.**
	1. **Cooperation between members and non-members (NEH)**
* ENAR DK, SOS racism DK and DaCord applied for a project together. They did not get it, but it was an interesting experience. NEH had doubts about the fact that an ENAR platform can apply with other members. It is clarified that there is no problem in that. It is good practice however that platforms (or members) inform ENAR about such applications ahead of the application time.

**DECISION:*** **Add to the guidelines about applications in partnership with ENAR Europe that an ENAR platform, in collaboration with its own members, can apply for project. It needs to at least inform ENAR Europe.**
	1. **EP election campaigns**

**FOR INFORMATION:*** Brief update of the different campaigns we are conducting or are involved in:
* I vote for diversity
* UNITED project on local actions in 4 countries
* ILGA-Europe project on a code of conduct for political parties, and hate speech monitoring in a few countries of reference
* FRN campaign dissemination
* T-Kit will be launched soon

**DECISION:*** **ENAR should not support its individual members running for EP elections, directly or indirectly.**
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| **16:15-16:45** | **5. Staffing****FOR INFORMATION:*** Recruitment of Anne-Sophie in replacement of Fanny.
* Georgina came back from maternity leave early January.
* The process for the recruitment of a SR Officer will probably not be launched before March/April, as we need to get the approval of the EC first.
* Appraisals are ongoing throughout the year. MP will appraise Myriam and Shannon. Myriam will appraise Juliana and Georgina. Claire was appraised by Shannon before Christmas. Julie will be appraised in February.

**DECISIONS:*** **Appraisal of MP to be done before the next Board Meeting in April – SI will circulate a mail to ask a second BM to participate with her in the appraisal.**
* **Appraisal of staff members is left to the management as previously agreed at the Bureau meeting of January 2013: the director is appraised by the Chair + 1 Board member; the deputy directors are appraised by the director; the Officers are appraised by their line managing DD.**
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| **16:45-17:00** | **6. AOB*** 1. Nicoletta flags up the current dire situation in Cyprus: 5 refugees died in prison. There are reports of mass rape of migrants in prison + attempts of suicides + 4 other persons attempted suicide while awaiting deportation. Most of the suicide cases are Syrians (though they are refugees, but still in prison in contradiction with international law); one Romanian died of starvation (lack of adequate treatment, institutional racism, lack of child care) => what can we do about this? What type of pressure?

**DECISIONS:*** **Check if GS and JW receive KISA’s press releases.**
* **Write open letter to Prime Minister of Cyprus, Barrosso, Malmström, denouncing this – with support of PICUM and ECRE**
* **Need to look into a more general approach to this kind of cases – in line with the strategic re-orientation of ENAR.**
	1. Sarah informs of the UKREN activity on 27 March with a question time with MEPs at Europe House (maybe including UKIP rep).
	2. **NPC meeting feedback**
* The Secretariat received a lot of good feedback about the meeting. They liked the focus on Greece, although some found that it sometimes turned into an internal conversation among Greeks in which they did not really feel included.
* In the future, we will not only contact the NPC, but also other NGOs to ensure we have a conversation with the broader anti-racist civil society.
* Some members did not know enough about some issues to really benefit from the workshop. We should communicate with all the NPCs ahead of the meeting even to develop the agenda, and not only with the NPC of the country visited. The next country will be Turkey. Nicoletta will send Juliana contacts of Turkish NGOs.
* Minutes will be shared.
	1. **Equality monitoring form**

**DECISION:*** **Change “African/Black background” into “Black background”**
	1. **Next Board Meeting**

Check next meeting in Rome / Napoli (and Pope’s activities in Italy?) on Friday 25 April. |