**Minutes of the 29th ENAR Online Board Meeting**

**Brussels, 12 December 2018**

**Present**: Amel, Maria, Marcell, Wouter, Vilana, Enrique

**Apologies:** Karen T, Karen K, Claudia, Laurentia, Ghyslain

**Team**: Michael

Online - Webex

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| Welcome words   1. Adoption of Agenda   **DECISION:**   * **The agenda is adopted.**  1. Adoption of minutes of 27th Board Meeting   **DECISION:**   * **Minutes are provisionally agreed until final decision at the next Board meeting.** |
| 1. Information about the staff follow up of the recommendations of the Board-Staff meeting  * The Board is not at the same speed as staff; * The Board needs its thought process as well to ensure good governance; * We need to focus today on the most important decisions to be taken; * SFSC can join together to speed up the process ahead of the Board meeting.   **DECISIONS:**   * **SFSC to make some prep work ahead of the Board to support the work of the Board;** * **Specific session for Board to be organized at next Board Meeting.** |
| 1. Review of Damien’s recommendations and agreement on next steps   **DECISION:**   * **Review postponed to next Board Meeting.** |
| 1. Presentation of “staff thought process” on recruitment for current vacant places 2. Renewal of Myriam’s short term contract during that process  * See annexed documents.   **DECISIONS:**   * **Board agrees to extend MDF’s contract until the end of June;** * **Board agrees to also carry out a governance exercise on its side and compare notes with the staff process** |
| 1. Designation of Board Member in charge of communicating with the Team   **DECISION:**   * **Decision postponed to next Board meeting.** |
| 1. Update on reflection on governance   **DECISIONS:**   * **Board charter to be finalized in March before the GA;** * **Update postponed to next Board meeting;** * **Audit of skills of Board and appraisal of MP after February.** |
| 1. AOB   Attendance of Board members:   * Members who do not attend more than 2 meetings in a row have to be contacted by the Chair for a check-in of commitment and availability; * It should be highlighted in the Operating Manual and the Board Charter; * Attendance to other events than Board Meetings should also be taken into account.   Next Board meeting: 1&2 February   * Friday morning: SFSC * Friday afternoon: Normal session – decision making and governance (finances, etc.); * Saturday: facilitated session for the Board only.   **DECISIONS:**   * **AY: contact Karen K to check her availability to continue being part of the Board** * **Next Board meeting: 1 and 2 February** * **Wouter to suggest names for facilitation of the Board only session.** |