Minutes from the second partner meeting,

Löftadalens Folkhögskola, Åsa, Sweden. 2013.01.16 – 2013.01.18

Participants: Gillian Harrison, Daniel Carpenter, Chantal de Bonth-Vromans, Jan Van den Eijden, Gunnar Apelgren, Anette, Sven Ögren, Karin Hultén-Barnes, Teresa Bortoluzzi, Bente Von Schindel, Anette Sommer.

**Wednesday 16/1**

**1 Formalities**

**a Practical information**

**b Appoint a moderator and reporter**

Sven Ögren was appointed moderator and Karin Barnes as rapporteur Wednesday and Friday, Teresa as rapporteur on Thursday.

**c Approval of the minutes of the first meeting and agenda of the second meeting**

**d Sign attendance list**

Meeting attendance list was signed.

**2 Presentation of the participants**

New particiapants; Sven Ögren from Sweden, Anette Sommer from Denmark and Gillian Harrison from England.

**3 Since last time**

**a News from Latvian and parntners**

SlovenianLatvian Participants are on a waiting list.

**b The information meetings form Gruntvig Partnersships arranged by National Agencies.**

 Reports from the meetings with National Agencies: You can use the mobilities also for other activities in Life long learning projects in EU. Please let the other participants know if you find anything that could be interesting.

**C News on the plans for Lifelong learning Programme 2014 – 19**

No news

**4 Summary in the projectplan**

**a Summary of the main aims and key activities of the overall project plan.**

**b Clarify and possible adjust the overall project plan.**

a + b Wait til Thursday to see if there are any needs for changes.

**5 Issues regarding project management**

**a Sign the Partner Grant Agreement**

The Agreement should have been signed on the first meeting in London.

The director for every partnership shall sign the Agreement. It will be sent to all the Partners and then back to Denmark latest 15/1 2013. Michael Deubler signed the Agreement during the meeting in Åsa.

**b Finacial Procedures**

We have already decided to be moderate with the budget and to share the the budget per person. Before the meeting in Copenhagen we will look for best way to travel and stay.

**c Other issues**

No

**6 Issues regarding valorisation**

**a Reports on valorisation activities until now.**

(Valorisation means that you have an aim with the a project and than you disseminate and spread out what you are doing.)

**b Present and adopt the visual design of the project.**

Daniel and V A have worked with a logo for the website.

**c Present and adopt the project website.**

Daniel will send the logo to every partner.

**d Standard Handouts and news- mails**

If we have any photos, any information about acitivies going on, please send them to Daniel and he will put them into the website. Add contact information for every partner should be on the website.

*Evening activity*

*Headmaster for Löftadalens Folkhögskola, Michael Deubler informs about the school.*

**Thursday 17/1**

*Activity: Elder pupils in arts and crafts from Löftadalen come and speak about their background, why they study, their experience of the studies.*

**7 The need analysis of Wp3 – process and results**

**a Presentations of the process and results**

The Swedish participants hasn´t done the baseline or the monitoring report.

**b Conclusions on WP 3**

Hans shall as soon as possible get in contact with Michael Deubler to discuss and clearify what the project is about, the amount of work that is expected from each partner so Gunnar and Teresa have the right opportunities to continue the the work.

**8 Recommendations for WP 5 – clarifying best methods and for documentation**

**a Discuss recommendations on future validation methods**

At present time there are only methods for younger students.

**b clearify guidelines for the work with WP 5**

-We made a change in the text - “The overall aim for WP 5” -

The original text: The aesthetic learning aspect **within** art-based learning.

The new text: the overall aim is to qualify the validation methods of aesthetic learning within the arts (for elderly people).

-Jan will ask Hans to clearify the new model of rationality, page 27, memo from Denmark.

**9 Guidelines for WP 6 – the expert seminar and third meeting**

**a Discuss the aims and frame of the seminar and third meeting**

Bente suggest 1 day expert meeting and 1 day partner meeting.

**b Clarify guidelines for the seminar and partner meeting**

At least one expert in total shall participate in the meeting.

Each partner think if they have any suitable expert to bring.

**Extra** We made a change in the text for WP 6 - 6.5 Change to cultural activity.

*Evening activity: Voices from audult educational association; Teacher in visual art Peter Davidsson comes and speak about his experiences in teaching elder people.*

*Workshop: afro drums.*

**Friday 18/1**

**10 Detalied planning of the next steps**

**a Summary of yesterdays conclusions on WP05 and 6:** The Swedish partners will work hard and get up to date on the project with assistance from the Danish team. Work will progress with interwies, surveys, e.c.t for each partner.

**b Clarify task and time schedule of WP05 and 6:** Feb to may 2013 is the workplan for WP05

**c Clarify task and time schedule of WP06:** Meeting in Copenhagen 4-5 June2013. 1 day of meeting and 1 day with expertise.

**d Clarify the transversal tasks until next meeting:**  Important for all partners to use the web/mail for information flow.

**11. Evaluation of previous work:** It is important that all partners fill in the monotoringreports and use the “Bible” for support. All partners find it rewarding and inspiring to meet and learn from eachothers systems for organizing culture.

**12 A.O.B** None