BvS & HJV

16.06.2022

**Agenda, v1**

**Minutes from the partner meeting in Krakow, 14th of June 2022**

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## Participants:

Aron Weigl, EDUCULT (AT)

Oliver Löscher, EDUCULT (AT)

Marlene Kalnein, EDUCULT (AT)

Damien McGlynn, CL (IE)

Lisa Brooks, CL (IE)

Sinead Dowling, CL (IE)

Agnieszka Dadak, FAIE (PL)

Rafal Dadak, FAIE (PL)

Jerzy Kraus, FAIE (PL)

Jan Pirnat, JSKD (SI)

David Kraševec, JSKD (SI)

Marjeta Turk, JSKD (SI)

Bente von Schindel, KSD (DK)

Mogens Gammel Pedersen, Cultural Council Køge (DK)
Helene Lundf Højmose, Cultural Council Køge (DK)

Hans Jørgen Vodsgaard, Interfolk (DK)

Aims of the partner meeting

* Clarify remaining tasks of O2c: Publish online Benchmarking Tool
* Clarify remaining tasks of O3: Develop, test and publish Practice Methods
* Clarify remaining tasks of O4: Publish Multilingual Manual
* Evaluate E1: the Krakow Symposium
* Plan the work with O5: Publish Symposium Compendium
* Advices to book flights and rooms for the meeting in Dublin, 19 – 20 Sept
* Clarify frame for E2-E5: Five national multiplier events
* Clarify remaining dissemination activities

## Minutes of the meeting, v1

### 1. Formalities

#### 1a. Appoint a moderator and a reporter

Hans was appointed as moderator, and Bente as reporter.

##### 1b. Approve the agenda

The agenda, v2 was approved

#### 1c. Participant lists

The participant list was signed.

### 2. Clarify remaining tasks of O2c: Publish online Benchmarking Tool

Jan outlined the status of the design of the online BT, where the main remaining questions refer

1. To how the results shall be presented
2. To how to manage the translations of the English master version
3. To clarify the task schedule

Re 1: Presentation of results

Decided that the results must indicate areas with low score and furthermore present short sentences on where the users could focus if they want to improve their inclusiveness. We need to clarify what we want, so the IT-designer can get a clear task description.

Jan will with reference to the discussion at the meeting in the start of next week start a written procedure and send a proposal on how the results can be presented, and we can have a dialogue until 1st of July, where we must have a decision.

Re 2: Translations

Jan can also in the start of next week send a link to each partner with an online version that must be translated.

Re 3: Task schedule

The online multilingual version must be ready for publication and dissemination latest **1st of Sept.**

### 3. Clarify remaining tasks of O3: Develop, test and publish Practice Methods

The status of the remaining tasks of O3: Practice methods indicated:

* O3a: The short website presentation of the practice method: Still missing the Danish version. Must be done ASAP.
* O3a: The longer 4-pages presentation of the practice method: Still missing the Irish version. Must be done ASAP.
* O3c: The final video presentation. Still missing Danish version. Must be done ASAP.
* O3a-b: Impact assessment: Still missing replies from the Danish learning providers. Bente will deliver ASAP.
* O3b: Pilot course “testing and presenting” the work with the practice method. FAIE has reported the activity, has send financial documentation and got cost refunding; JSKD and CL has reported the course activity with programme, signed lists, photos, etc., but they still need to send cost documentation, so it can be refunded. KSD has not done the pilot course; and has nothing to report or get refunded.
* O3 and the website: Damien will as soon he has received the last presentation and video design the final website text.

### 4. Clarify remaining tasks of O4: Publish Multilingual Manual

Hans mentioned the disposition of the manual included: Presentations of the BT methodology; the four articles about the practice methods from, the impact assessment, a general introduction and possible concluding perspectives. In all up to 30 - 35 standard pages.

All articles have not been delivered, so the editing could first take place from primo July. Decided that the draft English Manual text could be delivered 10th of July, the final version for translation primo August, and the final translated and layout language versions must be ready latest **1st of Sept.**

NB: JSKD mentioned they have summer holidays from 20th July to 10th of August. The other partners seemed to be able to be more flexible on and off during the summer period.

### 5. Evaluate E1: the Krakow Symposium

Oliver mentioned that EDUCULT soon would prepare an online symposium evaluation, where the link could be sent to all the participants.

The meeting approved the proposal and decided also due to the short meeting time to postpone a common evaluation until the results of the online query was reported.

### 6. Plan the work with O5: Publish Symposium Compendium.

Damien proposed that the “Compendium” could be published at the project website as a combination of key articles, video reportages of the presentations, and summaries of the group discussions.

He will latest 25th of June send a synopsis of this combined online publication to the partners to comment. The meeting approved this proposal.

Damien will furthermore now ask

* Aron to send a summary of his power-point presentation
* The two external speakers to send a summary of their presentations
* FAIE to send the video recordings and other programme materials

### 7. Clarify frame for E2-E5: Five national multiplier events

Bente mentioned the five national events are planned to take place in Oct – Nov 2022. She proposed that the partners could handle the multiplier events in a flexible manner according to the local context and best possibilities. The means that the national event can be

* Combined with another main event in the organisations, so more target groups would be reached.
* Combinations of more small events for varied target groups.
* Hybrid events with both online and onsite participants.

The meeting approved the proposal.

### 8. Clarify remaining dissemination activities

Damien mentioned the final dissemination can start after 1st of September, where all the main outputs have been delivered. The more detailed planning of the dissemination could – also due to the short meeting time - be discussed later and a preliminary status could be made at the next partner meeting, 19th – 20th September in Dublin.

The meeting approved the proposal.

### 9. Decide possible follow-up zoom meetings before meeting in Dublin, 19 – 20 Sept

Decided to have a zoom meeting, **Monday, 4th of July, 13:00 – 15:00.** Hans will prepare the agenda and send in good time invitations with zoom link.

### 10. Urgent to book flights and rooms for next meeting in Dublin, 19 – 20 Sept

Damien mentioned it could be urgent to book flights and rooms fort the next 1½ day meeting in Dublin: Monday, 9:30 – 16:00, and Tuesday, 9:00 - 12:00, the 19th – 20th Sept, where the participants should arrive latest Sunday and could leave Tuesday afternoon.

### 11. Evaluate the meeting

We had an oral evaluation round both of the 1½-day Symposium and the short partner meeting:

**David:**

It is a fantastic place for the event, and the Symposium has been well-organised. The best has been to get the opportunity to meet not only the project team again but also to meet new people from the different countries. Fine that we despite the short time could get through the agenda of the partner meeting.

**Marjeta:**

Happy to see you all after so long time with only virtual meetings. The symposium functioned well with good workshop sessions. Thanks to FAIE for organising it.

**Jan:**

Yes, many Thanks to FAIE for organising the event. Really good to meet again. Only issue has been the bad sound in the symposium room, which made parts of the communication difficult. The meeting has been good: We did define the remaining tasks and have decide a feasible task schedule.

Bente:

Also wish to thank for the programme and the fine place, and it has really been nice to meet you all again. However, the sound problems has not been very inclusive, and for me with it has been very difficult to hear the presentations and discussions, and it is surely not good enough. Even in partner meeting with fewer persons, it has been difficult to hear and take part the discussions.

**Aron:**

The partner meeting has been efficient; but a little weird that not all could be here. It was a benefit for the symposium that we had people from the outside who could bring new dimensions to our understandings and discussions. It was a pity that the challenges with the bad acoustic not were solved, either with using microphones and maybe having a smaller room.

**Oliver:**

Also wish to thank for the hosting. The symposium programme functioned, and it was good to meet many interesting persons. But the venue place is not good for this type of event, both due to the sound problems and the challenges with transportation to and from Krakow in the evenings. Here an organised common transport would have been helpful. The short partner meeting functioned well.

**Jerzy:**

FAIE has been happy to host the event. We like the place and I also think we had a fine programme. But I am sorry for the practical problems with the sound and the transport options that is something we could be more conscious about for another time.

**Hans:**

### 12. AOB

Nothing to mention.