INTERNATIONAL SOCIETY FOR KEY WOMEN EDUCATORS

DELTA KAPPA GAMMA

EUROPEAN FORUM MEETING 2013

European Regional Conference, Amsterdam, The Netherlands

Saturday 10th August

8.30 am - 10.30 am

European Forum Committe 2012-2014 and past RD Kate York.
Absent: Sheila Roberts, GB, and RD Marika Heimbach.

ACTIVATE OUR GOALS - UNITE EUROPEAN MEMBERS

unite the European members and celebrate their diversity,
give opportunities to discuss, in an open situation,
issues of educational importance,
find ways to accomplish these goals and turn them into activities

Sharing Our Vision - Strengthening Our Society

EUROPEAN FORUM COMMITTEE 2012 -2014

Denmark	Kamini Nielsen
Estonia	Anu Ariste*
Finland	Heli Piikkilä
Germany	Dagmar Ullmann
Great Britain	Sheila Roberts
Iceland	Ingibjörg Jónasdóttir*(Chair)
Norway	Oddny Damsgaard
Sweden	Catherine Bringselius Nilsson*
The Netherlands	Riet Smits
Regional Director	Marika Heimbach, Germany

*second biennium

AGENDA

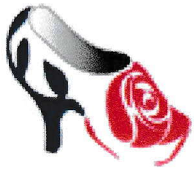
Saturday 10th August 2013, 8:30

Welcome: Ingibjörg Jónasdóttir European Forum Chair (Iceland)
Introductions: The European Forum Committee Members
Reporters: Anu Ariste (Estonia) and Kamini Nielsen (Denmark);
Timekeepers: Oddny Damsgaard (Norway) and Dagmar Ullmann (Germany)
Attendance sheets: Catherine Bringselius Nilsson (Sweden) and Heli Pikilla (Finland)

Words of Inspiration: Marianne Skardéus (Sweden)
In Memoriam: Catherine Bringselius Nilsson
The European Achievement Award: Sheila Roberts (Great Britain)

Introduction of the European members serving on International Committees
Changes on voting: Sigrún Klara Hannesdóttir (Iceland)
Changes on nomination: Birgit Svensson (Sweden) and Kate York (Great Britain)

Business meeting: Diana Bell chairs the meeting
Minutes of New York 2012: Ingibjörg Jónasdóttir
Matters arising from the minutes not on the agenda
Financial Accounts: Heli Pikilla
Matters arising from the Accounts
Report, the role of the European Forum, Aims, Goals and SAP: Ingibjörg Jónasdóttir
Communication, Management Committee for European Website
European Website: Eygló Björnsdóttir Webmaster (Iceland)
Euforia: Joan Carroll, editor (Great Britain)
Matters for AOB / Proposals
Other business
Close of business meeting



"Rethinking Education", Gitta Franke-Zöllmer (Germany)
Our future in Europe / Communication
10:30 Close of meeting

MINUTES OF THE EUROPEAN FORUM MEETING

Friday, 27 July 2012, NY, USA
The meeting started at 3.25 pm. Eija Paukkuri (Chairman) welcomed 71 European members to the Forum and introduced the reporters, Diane Billam (GB) and Anu Ariste (EST), Kate York (GB) who would proof-read the final version, timekeepers Bjorg Nakling (NOR) and Margarita Hanschmidt (EST), and Catherine Bringselius Nilsson (SW) and Kamini Nielsen (DK) organisers of the attendance sheets. She also introduced the other member present of the European Forum Committee, Ingibjorg Jonasdottir.

The booklet which had been distributed to all those present included the agenda, and minutes from the last Forum meeting in Baden-Baden in August 2011, the Forum Committee meeting in Tampere in November 2011, and the suggested Forum Operational Guidelines to be approved at the EF Meeting of 2012 in New York City.

In Memoriam: deceased members were honoured, a white rose was presented by Ingibjorg Jonasdottir, and members observed a moment`s silence.

Words of Inspiration: Diana Bell (GB) spoke of a formidable Englishwoman who had been a role model and inspiration for her, Fanny Craddock, who had presented cookery programmes on English television with her long-suffering husband, and wrote a number of cookery books. Diana explained why this unusual woman was a role model for her, and asked members to consider who had influenced them.

Minutes of meeting in Baden Baden: Eija highlighted that we had not had copies of the minutes of the previous meeting available, except online. It was agreed that paper copies also needed to be available for transaction of business: hence we had the booklet for this meeting. She emphasised that it was still important for European members to keep in touch with one another. It was agreed that we should speak to the agenda and follow parliamentary procedure. It was proposed by Diana Bell (GB) and seconded by Sigrun Klara Hannesdottir (Iceland) that the minutes be accepted. This was agreed.

Eija reminded the members that the European Forum is made up of 9 European member states. Each Forum is (currently) awarded $3,000 for a meeting each year. The financial report prepared by the Chairman had been agreed at the last Forum Committee meeting, when areas of activity had also been agreed. €25 is contributed by each state each biennium towards the European Achievement Award, and €1 per member is contributed towards the Regional Director`s travelling expenses.

A copy of the following 3 proposals had been made available to each member attending:
Proposal 1: The European Forum Committee proposal that the Forum Operational Guidelines should be approved at the European Forum Meeting of 2012 in New York City was discussed. It was proposed by Gitta Franke-Zoellmer (Germany) and seconded by Mary Wardrop (GB) that this proposal be accepted. This was agreed.

It was noted that a section was missing from the Forum Operational Guidelines which was included in the booklet distributed at the EF Meeting in NYC:
Organizational Structure: the last paragraph e) should read as follows: 'Details are published by the end of January of the conference year'. Paragraph f) was also missing: 'Activities of the European states, and all minutes of Forum meetings, are put on the European Forum website, run by the European Webmaster. A committee of five members, agreed by the Forum, supports the webmaster. The committee members are: The Forum Chairman, Regional Director, one state webmaster, European Webmaster, and a representative of the Communications Committee'.

Proposal 2 was made to the Chairman and members of the European Forum Committee by Dorothy Haley (GB) [Chairman of the Forum Committee 1994-1996], and proposed 2 amendments to the Operational Guidelines under Article VIII concerning the Report made by the Committee to the Forum. Kate York (European Regional Director) suggested that we needed guidelines for Forum meetings and reports, especially the heavy type items. It was agreed that the agenda should also be distributed electronically on the website, and that the minutes of the previous meeting should also be available online one month before the date of the meeting, together with the itemised agenda. This was proposed by Sjofn Sigurbjornsdottir (Iceland), seconded by Ingrid Stjernquist (Sweden) and agreed.

Proposal 3, which had been passed at the GB State Conference, was introduced by Diane Billam: " there should be a 2-part competition, open to all members of DKG, for an alternative DKG international song: Part one for the best lyric, part two for the best musical setting for the chosen lyric". After discussion, this proposal was defeated.

EuForia: this publication had been started by the Committee to improve communication between the European states at a time when electronic communication was not so common. Joan Carroll (GB), who had edited the publication from the beginning, had asked whether this should continue, and if so, in what form? It is intended as a report from each member state on recent events, and a report from the European Regional Director. Sigrun Klara Hannesdottir (Iceland) said that EuForia was extremely important in keeping us in touch with each other and that Joan had been doing a very important job. Members were reminded that EuForia also appears on the European Forum website. It was proposed by Gisela von Engelhardt (Germany), seconded by Sheila Roberts (GB) and agreed that the publication of EuForia should continue. It was also proposed by Oddny Damsgaard (Norway), seconded Astrid Skaaland (Norway) and agreed that it should consist of a brief, concise, factual report of events from each state.

Financial Matters: Eija reported that the Committee meets annually in November, and is currently awarded $3000 by International towards expenses. Last year 75% of travel costs of representatives was paid. In New York, any Forum requesting audio-visual equipment at meetings had to pay for it. We could not have a PowerPoint presentation in New York unless we have this equipment.

GoToMeetings can now be used for meetings, but we do need members to meet face-to-face for the first year, so that they can get to know one another. It could be electronic for the second year.

The Next Biennium: member state representatives were listed in the agenda. The new Chair, Ingibjorg Jonasdottir, thanked members for the support they would give her over the next two years. It was important to make this a forum for European DKG business. We should find ways to accomplish goals and turn them into activities. A draft can be prepared which can be discussed by each country. The added activities can be discussed in November and agreed in August 2013 at the next European Regional Conference in Amsterdam. We must activate our goals to unite our members. We have to find ways to work together: European members need to know what the Forum is about. The Forum is our platform, and we need a competent programme and website. We must be strong together.

Kate York introduced Marika Heimbach, European Regional Director for 2012-2014 and summarised her involvement in DKG. Marika has a good knowledge of DKG and how it works. Kate passed to Marika the role of European Regional Director, entrusting her with the representation of our Region on the Administrative Board, and wishing her every success with overseeing next year`s Regional Conference in Amsterdam. She asked all members present to welcome their incoming Regional Director, Marika Heimbach. Marika accepted the role, strongly emphasising her belief in networking.

European Website: it was reported that this had not altered much during the last biennium. We should concentrate on the use of the website as we now have it. Social media should also be considered, and this will be discussed at the next Forum Committee meeting. We are 15 years old as a region soon, and will need a `history`. For Amsterdam we should collect together what the European Forum has done. We might also repeat the very successful pre-conference day devoted to educational issues at last year`s Regional Conference in Baden-Baden. The Constitution Committee encouraged member states that have not completed revision of their Bylaws to do so: there are three such European states. Presentation: Eija made a presentation to Kate York to thank her for all she had done in the previous biennium for the European Region. She gave her a hand-made heart-shaped brooch.

The meeting closed at 4.50.

FORUM OPERATIONAL GUIDELINES
approved at the European Forum Meeting of 2012 in New York City.
I. European Forum 2012- 2014

II. Goals
- to unite the European members, and celebrate their diversity
- to give opportunities to discuss, in an open situation, issues of educational importance.
- to find ways to accomplish these goals and turn them into activities.

Each biennium the Forum Committee agrees its own goals to work towards and report on. These goals should be set at the first meeting of the Forum Committee; they might be revised at the next meeting.

III. Membership
The European Forum is made up of members from each of these countries: Norway, Sweden, Finland, Iceland, The Netherlands, Great Britain, Germany, Denmark and Estonia. The representative group is called the Forum Committee.

IV. Finances
a) The fiscal year is July 1st – June 30th. A budget prepared by the chair, is agreed by the European Forum Committee each year and submitted to the International President.
b) The European Forum budget of currently 3, 000.00 U.S.D, is allocated from the Available Fund by the Administrative Board. This supports the Forum committee members for a proportion of their travel and accommodation costs at the Committee meeting. (The amount payable relies on members choosing the cheapest travel arrangements and staying in member's houses, with an amount being paid to the host for food provided). The rest of the money is spent on other expenses, such as communication (EuForia, website) and administrative costs.
c) A completed reimbursement of expenses form and receipts are required.
d) Members of the committee are working on behalf of their states and are entitled to reimbursement of the difference in their travel costs between the payment from Forum funds and the overall total from the funds of their respective states. (This item should be built into state budgets).
e) A financial report, prepared by the committee chairperson, and agreed by the committee members in June, is presented at the European Forum in July. A copy is then sent to Headquarters by November 15th. There should not be any money left over at the end of the biennium.
f) Each country should decide how to facilitate participation in their state conferences by members in other countries.

V. Organizational Structure
a) Each country selects a representative to serve on the Forum Committee for the biennium. Nomination forms are submitted to the current Forum Committee Chair by March 1st of even numbered years. The Chair circulates the names of the new representatives to

the state presidents, existing Forum Committee and new Forum Committee members.
b) The new representatives send their vote for committee chair to the current Forum chair by May 1st. The name of each country's representative is submitted on a nomination form to the current chair of the European Forum by March 1 of even-numbered years. The current chair then circulates the names of the new representatives to: all state organization presidents, current Forum representatives, and incoming Forum representatives. The names and brief biographical details of those incoming representatives who would be willing to become the next Forum chair* are then circulated to the new representatives by the current chair. Each incoming member then informs the current chair by May 1 of even-numbered years who they wish to be the new chair.
(*Note: The nomination form will ask this question.)
c) The chair organises the committee meetings and reports on the work of the Forum to International Headquarters. The chair selects two members to take the minutes.
d) Each committee representative is accountable to, and reports to their state organisation.
e) The Forum committee decide the theme and format of the pre-conference seminar at the European Conference. They inform the conference steering committee and give guidance on costs. Details are published by the end of January of the conference year.
f) Activities of the European states, and all minutes of Forum meetings, are put on the European Forum website, run by the European Webmaster. A committee of five members, agreed by the Forum, supports the webmaster. The committee members are: The Forum Chairman, Regional Director, one state webmaster, European Webmaster, and a representative of the Communications Committee.

VI. Officers
a) Any European Forum committee member who is not the state president, nor a member of her state organization executive board, becomes an ex-officio member of her state organization executive board.
b) The Forum Committee serves for the period of one biennium.
c) The Europe Regional Director is an ex-officio member of the European Forum Committee. A chair and a treasurer are chosen by the committee members for a two-year period. The Forum Chair changes in even-numbered years.

VII. Areas of Activity
a) The European Forum holds two general forum meetings each biennium. The meetings take place during the European Regional Conference and International Convention.
b) The European Forum Committee meets annually for planning and discussion preferably in the first weekend of November.
c) The European Forum committee plans and organizes a pre-conference programme for the regional conference. The Forum may select a project agreed by member countries to be carried out in the European Region.
d) European Achievement Award. This specially designed pin / pendant is awarded biennially at the Regional Conference, in recognition of distinguished service given to DKG in Europe.

e) The name of a member from any European state may be submitted on the recommendation form by European State Executive Boards to the chair of the European Forum by October 15th in even-numbered years. A decision is made on the recipient at the November Forum Committee meeting.
f) Each state contributes €25 biennially from their own budget to the award via their EF committee member in November.
g) Travel costs of the European Director.All nine countries agreed to contribute €1 per member annually from their own budgets to facilitate travel around the Region by the Regional Director. Money for this purpose in included in states′ annual budgets. The Regional Director receives the allowance from the EF Committee members in November, and submits an annual financial report on her expenses to the EF Committee meeting.

VIII. Amendments
- To write Guidelines for Forum meetings and reports.
- The agenda of the Forum meeting should also be distributed electronically on the website, and that the minutes of the previous meeting should also be available online one month before the date of the meeting, together with the itemised agenda.

ACTION - Activate Our Goals – Unite European Members.

European Forum is a platform for discussions in our Region, Europe. It has its website for communication. A website we have to use more efficiently.
The Web Commitee :
Eygló Björnsdóttir (Iceland), Webmaster
Giesela von Engelhardt (Germany), International Communication Committee 2012-2012
Ingibjörg Jónasdóttir (Iceland), European Forum Chair
Marika Heimbach (Germany), Regional Director
Meeri Sild (Estonia), Estonian Webmaster

The Web Committee met online - in the spring - and discussed ways to use the web for communication. The technology changes so fast that it is difficult to keep track, although necessary. We have to be aware of the possibilities technology brings us. The Committee discussed starting a blog or Facebook or other ways of communication. We will meet in Amsterdam and some new ideas will be introduced at the Saturday Forum Meeting.

This biennium European Forum aims to set the goals of our Forum into action.
We developed the Strategic Action Plan and added dates to our actions.
The challenge is to get something done, to move forward.
The Forum Committee met in Paterswolde (NL) in November 2012 and has had two online meetings, and is planning to meet here in Amsterdam. If we want to accomplish something, members in Europe have to be able to interact more. Therefore, we are looking for ways for an active platform through technology, since communication has to interact with technology.

The Committee has planned the two sessions at this Regional Conference.

The pre-conference, Education for Everyone, where we focus on Adult Education, Technology and Teaching, and Changing the Face of Education. We hope for lively discussions and a good atmosphere. Unfortunately we will not get the attendance we expected due to so many of our members not being able to stay for the whole week. The reason is that the Conference takes place at the beginning of the school year in many of the European Countries.

The official Forum meeting on the Saturday, an hour´s business meeting and an hour for discussions. We plan to give members an opportunity to discuss as much as possible as we want interaction. We hope to give both the Committee a lot to work on and the Members a lot to think about.

PROPOSAL

'TO HOLD A COMPETITION TO FIND AN ALTERNATIVE DKG SONG'

RATIONALE
- to keep up with the spirit of the times
- to encourage younger membership
- to encourage current membership creativity via a competition

The questions which arise concerning how the competition might be run and judged can be answered as follows:

PART ONE
1. Each member or members can choose to write and present a lyric.
2. All lyrics will be sent to Chapters who will send in their collective vote for the lyric they judge to be the most appropriate
3. This will identify the lyric that will be set.

PART TWO
1. Each member or members can choose to set the winning lyric to music
2. All settings will be sent to Chapters who will send in their collective vote for the setting they judge to be the most appropriate.
3. This will identify the chosen alternative song.

The competition will therefore be judged by the membership.

NB It is important this proposal is not confused with the European DKG Song

Motto: ACTION - Activate our goals – unite European members

	Results	Dates
A. Service		
1. The European Forum Committe plans and organises the activities for the bienneum.	*Continue*	
i. Meets annually for planning and discussion.		*Nov 2012, 2013*
ii. Decides the venue of the meetings. (Netherlands 2012, Denmark 2013)	*½ Accomplished*	
iii. Plans online sessions for committee discussions. (Jan, Apr, July both years)		*Jan, Apr, July*
iv. Chooses, in Nov 2012, from submitted names, a woman who receives the European Achievement Award.	*Accomplished*	
2. Plan Regional and International European Forum sessions both years. *(Netherlands 2013, Indianapolis 2014)*		*Aug 2013, July 2014*
Plan pre-conference seminars or workshops the first year. *(Netherlands 2013)*		*August 2013*
i. Ask members in each country for ideas.		*Dec 2012,2013*
ii. Encourage members to attend state, regional and international conferences.		*Spring each year*
iii. Introduce European Forum in each country.	*Continuously*	
B. Communication		
1. Strengthen the member countries by using social media.	*Continue*	*From Autumn 2012*
i. Encourage members to send material to the website . (Starting with material from Baden Baden)		*From Dec 2012*
ii. Encourage the Web Committe to organise online meetings. (Dec 2012, Feb, March 2013)		*From Nov 2012*
iii. Publish projects for DKG members on the website. (Research by Elín Ólafsdóttir)		
iv. Establish discussion groups on the webside, with focus on relevant subjects. (Start with literacy to give continuity in the work of the Forum, from the Baden Baden Pre-Conference).		
2. Encourage cooperation between member countries, international Committees and Regional Director.	*Continue*	
i. Start a Web page for each International Committee for communication.		*From Autumn 2012*
ii. Plan a meeting at the Regional Conference for all European members of International Committees.		*6th August 2013*

C.	**Membership**		
1.	**Consider new strategies for gaining members and encourage diversity within chapter/state/region.** *Continue*		
i.	*Publish a list of various educational fields on the website.*		*From Nov 2012*
ii.	*Offer to find support for other countries. (Iceland and Sweden could be mentors).*		*From Autumn 2012*
2.	**Encourage expansion, interaction and assistance.**	*Continue*	
i.	*Support chapter expansion in other countries, by publishing good practice on the web.*		*From Nov 2012*
ii.	*Suggest expansion into other countries to the International Expansion Committee.*	*Continuously*	
iii.	*Encourage all Committees (present and past) to use the website.*	*Continuously*	
D.	**Finance**		
1.	**Present Report at the European Forum in July with a copy sent to Headquarters by November 15th.**	*Continue*	
i.	*Budget and report agreed by the Committee Members.*		*June/July*
ii.	*Collection of 25 Euros in odd number of years for Educational Achievement Award and*	*Accomplished*	*Nov 2011*
	1 Euro per member for Regional Director every year. (Nov 2012)		*Nov 2013*

DKG CONVENTION in NEW YORK 2012

Sharing Our Vision - Strengthening Our Society European