INTERNATIONAL SOCIETY FOR KEY WOMEN EDUCATORS
DELTA KAPPA GAMMA™

EUROPEAN FORUM

Zoom-meeting

Monday, August 17th 2020

Estonia, Finland 20:00 (GMT+3)

Germany, Norway, Sweden, The Netherlands 19:00 (GMT+2)

Great Britain 18:00 (GMT+1)

Iceland 17:00 (GMT)

European Forum Committee Members 2018-2020
L/R: Terttu-Triin Tomusk, Barbara Carlsen, Ria Logtenberg, Helga Steinsson, Daniela von Essen, Kathrin Hodgson, Elisabeth Stärner and Iida Hyvönen.

MEETING OF THE EUROPEAN FORUM
AGENDA

European Forum Committee 2018—2020:

Estonia	Terttu-Triin Tomusk	**Finland**	Iida Hyvönen
Germany	Daniela von Essen	**Great Britain**	Kathrin Hodgson
Iceland	Helga Steinsson	**Norway**	Barbara Carlsen
Sweden	Elisabeth Stärner (Chair)	**The Netherlands**	Ria Logtenberg (Treasurer)

European Regional Director (ex officio) Ingibjörg Jónasdóttir

Reporters: Kathrin Hodgson, Barbara Carlsen
Timekeeper: Ewa Johansson

Agenda

Welcome and Opening Words	Elisabeth Stärner
In Memoriam	Barbara Carlsen
Business Meeting	
Minutes from Reykjavik 2019	Elisabeth Stärner
Revised operational guidelines	
Financial Accounts	Ria Logtenberg
Forum/Presidents/Regional Director link	Ingibjörg Jónasdóttir
Any other business and questions	Elisabeth Stärner

Closing Words of the Forum and introducing the new Forum committee
Elisabeth Stärner/Ewa Johansson

MINUTES OF THE EUROPEAN FORUM MEETING
Saturday 29th July 2019
International Conference: Reykjavik, Iceland

Welcome and words of inspiration

European Forum chair Elisabeth Stärner welcomed the 112 members present and introduced the current members of the European Forum committee. She then set the tone for the meeting by reading a poem, written by her daughter Maria, entitled Future.

The main aims for the meeting are to unite European members and to discuss matters relevant to our region. The meeting has been allocated a shorter session than has previously been the case since the whole conference has been shortened by one day.

There were no suggestions for items to be included under Any Other Business

Minutes of Austin 2018

There were no comments to the minutes.

Matters arising from the minutes not on the agenda

Elisabeth reported discussion of a suggestion that the Forum refrains from having a business meeting at convention when there are very few European members present. Perhaps it would be possible to have a meeting with the aid of technology in the year when there is no regional conference.

Financial Review

The Treasurer, Ria Logtenburg, went through the accounts which show that there is money to be carried forward. She explained that in addition to the subsidy from HQ the member states in Europe contribute an amount per capita towards travel expenses for the Regional Director and towards the achievement award. The previous Regional Director, Bjørg Nakling had returned €340 which she had not used for travel expenses. It was also discussed that while committee members make every effort to travel as cheaply as possible to the annual Forum committee meeting, there are a number of variable factors that affect the level of travel expenses for the different members.

Strategic Action Plan and exchange programme

The Action Plan updated at the Forum meeting in Rastede in November 2018 was included in the booklet of papers for the meeting and is on the website.

Daniela von Essen presented her proposals for an exchange programme for serving teachers. She herself has visited a school in Finland and observed lessons, she will shortly be hosting a return visit. The intention is for the programme to facilitate contact between interested parties. A form is available on the website; Daniela will undertake to match people. There has already been some interest from Canadian delegates at the conference.

European website: suggestions for development

The website was started in 2010 with the intention that national webmasters should send articles for publication on a regular basis. The Forum is in charge of the website and content; the role of the webmaster was to be related to the technical publication. There are a number of challenges and questions that need to be addressed. So far Eyglo has carried the whole responsibility on her own. Moving the webpage to the Weebly provider was a major undertaking, it is difficult to get material. Do we want a page with more content than just raw information? It was proposed that the Forum committee organize a development team who can discuss improvements and content. They should also take responsibility for decisions on material and contacting countries for contributions. The EF chair asked that delegates discuss this issue and give input to their EF committee representatives. It was also noted that several countries also have challenges with their own national webpages.

Euforia: results of survey, future?

A survey was carried out twice, very little participation the first time, a little better response the second time. It was noted that there could have been some incorrect email addresses. 230 responses, 60% knew of Euforia, 46% replied that they read it and 95% said that they either would, or might, read it in the future.

Articles in Euforia are published in English in contrast to articles on national webpages. Google translate can be used to read these latter, but there are limitations.

Further points made:

- one in each chapter to have responsibility for European Forum
- Euforia and the webpage should be on the agenda at all chapter meetings; ensure that the websites are checked in advance and then discussed for a few minutes
- using Euforia/the website helps to bring in the international aspect in meetings
- we need to reflect on what is important for us in Europe/sharpen the discussion – also so we can ‘teach‘ the US
- There were differences of opinion as to alternative platforms for information sharing.

The Forum meeting felt that Euforia should be continued. Guidelines for content and length of articles should be established. Riet is standing down as editor. A request for a volunteer to take over after her got no response. This issue and the future of Euforia should be on the agenda for the November committee meeting.

Any other business

Bjørg Nakling appealed to those present to engage internationally and to encourage younger members to get involved immediately after they join. We need Europeans to take roles on international committees and to help keep Europe strong.

Forum Chair, Elisabeth Stärner, thanked everyone for their attendance and participation.

European members present were:

Estonia	13	Iceland	24
Finland	14	The Netherlands	4
Germany	5	Norway	16
Great Britain	5	Sweden	33

In addition, there were one member from the US, making a total of 115 present.

The meeting closed at 09:15

European Forum Financial Review
1st July 2018—30th June 2020

European Forum: Financial statement *1st July 2019- 30th june 2020*

PROFIT and LOSS-ACCOUNT 1-7-2019 t/m 30-06-2020

Profits	€	Costs	€
income from HQ	2693,24	Banking Costs	12,00
Regional director travelincome	914,00	hosting Tallinn (hotel)	541,53
income European Award	0,00	hosting Tallinn (meals)	52,00
RD left over travelcosts '16-'18	0,00	copy- and meeting costs	0,00
		travel costs to come to Tallinn	2026,63
		RD travelcosts	719,90
		Iceland Conference	0,00
		Website	109,48
		Achievement Award (estimate)	0,00
Result 2019-2020	-145,70		0,00
TOTAL INCOME	3461,54	**TOTAL EXPENDITURE**	3461,54

Further specification profits and Costs

INCOME (including reward)	tr. costs RD €	reward	EXPENDITURE	€
Sweden (260)	260,00		Sweden hotel/travelcosts	362,48
Estonia (44)	44,00		Estonia meals	52,00
Iceland (330)	330,00		Icelandhotel/travelcosts	345,00
Netherlands (46)	46,00		Netherlands hotel/travelcosts	482,39
Norway (81)	81,00		Norway travelcosts	298,00
Germany (21)	21,00		Germany travelcosts	457,14
Finland (94)	94,00		Finland hotel/travelcosts	253,90
Great Britain(38)	38,00		Great Britain travelcosts	369,25
total members 914				
	914,00	0,00		2620,16

Balance 30-06-2020

Debet	30-6-2020 €	30-6-2019 €	Credit	30-6-2020 €	30-6-2019 €
Bank	1.029,75	863,14	Reserve start fiscal year	884,05	500,91
To receive from members		20,91	Result fiscal year	145,70	383,14
			Reserve end fiscal year	1.029,75	884,05
	1.029,75	884,05		1.029,75	884,05

Strategic Action Plan for the European Forum 2018-2020

SERVICE	COMMENTS
A. The EF committee plans and organises the activities for the biennium.	
1. Meets annually for planning and discussion.	Continues
2. Decides the venue of the meetings.	The Netherlands
3. Stays in contact via e-mail, Skype- and face-to-face meetings	Continues
4. Chooses, from names submitted, who receives the European Achievement Award.	Completed for this biennium
B. Plans the European Forum Session at the International Conference and Convention (incl. Pre-Conference Sessions, if decided)	Rastede (Germany) Tallinn (Estonia)
COMMUNICATION	
A. Strengthen the member countries by using social media and website.	
1. Encourage members to send material to the website.	Continues
2. The committee will use the DKG Europe website to inform members of its projects and activities. Remind people of your chapter about existence of the webpage, encourage them to subscribe.	Agreed again in Rastede and Tallinn Work continues
3. The other members of the editorial committee (see guidelines) support the EF webmaster by collecting the material and developing the website.	Agreed again in Rastede and Tallinn Work continues
4. Encourage members to post updates on the "DKG Europe" Facebook group. Remind people of your chapter about existence of the group, encourage them to subscribe.	Agreed again in Rastede and Tallinn Work continues
5. Encourage publication of projects and activities in EuForia and on the European website.	Agreed in Rastede and Tallinn Work continues
6. Review the use of EuForia and prepare a proposal for the International Conference in Iceland regarding the status and usefulness of EuForia.	Completed

SERVICE	*COMMENTS*
B*. Encourages cooperation between member countries, international committees and the Reg Dir.*	
1. Reminds the State Presidents of the dates of European state conventions and conferences to be put on the European website.	Agreed in Tallinn
2. Plan an informal meeting at the international conference (Iceland) for all European members of international committees.	Completed
3. Encourage members of international committees to provide updates on the work of their committees on the European website and EuForia.	Continues
4. Encourage members to apply to serve on international committees.	Continues
5. Continue to develop the exchange programme between DKG members in Europe.	Continues
MEMBERSHIP	
1. Consider new strategies for gaining members and encourage diversity within chapter/state/region.	Continues
2. Publish links on the European website to educational topics and presentations held 2019 in Iceland.	Continues
3. Share ideas, which have been used to gain members and analyse the results. Report on ways that have been successful.	Continues
4. Encourage expansion, interaction and assistance.	Continues
FINANCE	
1. Budget and report presented to the EF committee members by the treasurer.	Completed
2. Collection of 25 Euros in even numbered years for the European Achievement Award.	Completed
3. Collection of 1 Euro per member for the Regional Director every year.	Completed Continues
4. Treasurer to send a Finance Report to HQ before September 15th of each year.	***Completed***
5. Present a Finance Report at the European Forum meetings.	***Continues***
CELEBRATIONS	
A list of the European Achievement Award winners to be kept updated on the website.	Agreed again in Rastede Continues
History of European Region (also European Forum)	

European Forum Operational Guidelines

Goals

- to unite the European members, and celebrate their diversity
- to give opportunities to discuss issues in an open situation of educational importance
- to find ways to accomplish these goals and turn them into action
- to strengthen the links between the European Forum and the European Regional Director

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.

Membership

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

Finances

(a) The fiscal year is July 1 - June 30. 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 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 members' 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 15.

(f) Each country should decide how to facilitate participation in their state conferences by members in their countries.

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 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.
(b) 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 organizes the committee meetings and reports on the work of the forum to Society headquarters. The chair selects two members to take the minutes.
(d) Each committee representative is accountable to, and reports to, their state organisation.
(e) Activities of the European state organizations, and minutes of Forum meetings, are put on the European Forum website, run by the European Webmaster. A committee of three members, agreed by the Forum, supports the webmaster. The committee members are: the Forum Chairman, Regional Director, one State Webmaster, as well as the European Webmaster.

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.
(d) A chair and a treasurer are chosen by the committee members for a two-year period. The Forum Chair changes in even-numbered years.

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. The itemised agenda for the Forum meeting, and the minutes of the previous meeting, should be available on the European website one month before the date of the meeting.
(b) The committee will write Guidelines for Forum meetings and reports.
(c) The European Forum Committee meets annually for planning and discussion, preferably in the first weekend of November.
(d) The Forum Committee may decide to hold a pre-conference seminar at the European conference. The committee decide the theme and format. They inform the conference steering committee and give guidance on costs. Details are published by the end of January of the conference year.
(e) The Forum may select a project agreed by member countries to be carried out in the European Region.

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.
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 15 in even-

numbered years. A decision is made on the recipient at the November Forum committee meeting.
Each state contributes €25 biennially from their own budget to the award via their EF committee member in November.

Travel costs of the European Director
All eight 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 state organizations’ 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.

Updated November 2016—European Forum Committee 2016-2018
Agreed by membership at European Forum Meeting, Tallinn 2017

Kathrin and Barbara working hard while taking minutes.

Terttu-Triin explaining an intricate piece of DKG legislation—or perhaps just the route to the evening’s restaurant!

Ria enjoying a well-earned glass of pre-dinner wine.

The Peppersack Restaurant in the old town of Tallinn—where we relaxed after a very long day’s work, accompanied by husbands.