INTERNATIONAL SOCIETY FOR KEY WOMEN EDUCATORS
DELTA KAPPA GAMMA

Minutes of European Forum

2- 4 November 2018

Members taking part:

Elisabeth Stärner	(Chair)
Ingibjörg Jónasdóttir	(Reg Director)
Barbara Carlsen	(Minutes)
Kathrin Hodgson	(Minutes)
Iida Hyvönen	

Ria Logtenberg	(Treasurer)
Helga Magnea Steinsson	
Terttu-Triin Tomusk	
Daniela von Essen	(Treasurer)

	Friday 2 November – Daniela's home, Rastede	
		Action
1	**Welcome** Elisabeth officially welcomed us to the first physical meeting of the biennium and thanked Daniela for her arrangements in preparation for our visit. Though there was no official agenda for this evening, it was decided that it would be useful, and possibly save some time, if we were to consider in advance some of the items we would be discussing the following day.	
2	**European Achievement Award 2019** • The committee member of each of the four countries who had a nomination for the European Achievement Award gave a brief, personal description of the person being nominated. • Before the nominations were considered the following day, Elisabeth reminded members of the criteria for the award, and that we should not forget the pioneers/founding members of the European Region, who are growing older. Countries need to be reminded to send in nominations in July and also in September. Elisabeth suggested all new State Presidents should be reminded of this during their training. They should send the nominations no later than October 15th, but we should remind them to do so. • • Ria will ask her colleagues to look for a student to design and make the award for 2019, quoting a price for this.	Elisabeth Ria
3	**International Conference – Reykjavik, Iceland, 2019** • The conference will begin on Thursday 25 July at 17:00 and continue until 15:00 on Saturday 27 July. • Leadership training will take place on Tues and Wed (23-24 July). **Note**: see later minutes re: Pre-conference	
4	**Forum Committee Meeting, 2019** This will be held in Tallinn on the weekend of 1-3 November 2019.	

Saturday 3 November – Sportforum VfL, Rastede		
		Action:
1	**Welcome back** Elisabeth opened the meeting at 08:45.	
2.	**Minute taker:** Barbara and Kathrin agreed to continue.	Barbara Kathrin
3.	**Previous minutes:** The minutes from the Skype meeting on 1 October were reviewed. There were no items for action that are not already on the agenda. The minutes from the Forum meeting in Austin will be approved in Iceland. Ingibjörg had three brief amendments which were made by Kathrin. These minutes will be sent to Eyglo to replace those already on the website.	Kathrin
4.	**Economy** • Ria explained the accounts – 2017-18 Financial Report and 2018-19 Budget. Costs for 2018-19 are the highest for 3 years – we have approximately €300 left. • Forum Rep travel expenses – full refund was given. • RD Expenses – Ria to send a blank claim form electronically to Ingibjörg so that she can use them for her claims. • Website – it was agreed the yearly fee should be paid from the Forum budget – €10-15. Ria will need the Icelandic State bank account details. • World Fellowship – in Europe it is not usual to donate to this kind of fund, as many European countries do not pay for further education. Elisabeth is on the WF committee, and will investigate further, in order to provide a simplified version of the guidelines of the WFF that we can use to inform our members. • In future the Forum Treasurer should have a separate bank account for Forum affairs – to be opened by Ria, Members of the Forum committee then have the choice to transfer money to this account or bring cash to the meetings if preferred. • Daniela agreed to be the second treasurer for the Forum committee.	Ria Ingibjörg/ Helga Elisabeth Ria

5.	**Planning the Forum Meeting in 2019 (Reykjavik, Iceland)**
	• **Update** – Ingibjörg gave a brief resume of progress.
	  o The programme is almost ready.
	  o Speakers are still to be confirmed.
	  o The timing of the Forum meeting has still to be decided – it may be on Saturday 27 July.
	  o Breakout sessions are again to be referred to as workshops.
	  o Tours are still being investigated. It is possible that tours will not be organized by the conference, but information provided for attendees to make their own plans.
	  o State Presidents will be emailed with further information after November 15.
	  o Suggestion that Icelandic recipient of World Fellowship be invited to the Forum meeting to speak.
	• **Pre-Conference**
	  o Discussion on what would encourage members to come early to the conference – visits to 2/3 schools? Thursday morning? Ingibjörg has 3 head teachers in her chapter and will discuss with them the possibility of visiting their schools.
	  o Transport between these schools – not possible to walk. Ingibjörg and Helga to investigate further.
	  o Can there be a link with children's mental health and what is currently being seen in these schools?
	• **Celebrating Europe Luncheon** – this is to be organised by Iceland – they will be asking for involvement from members.
	• **European Forum Meeting –** the format of the meeting was considered.
	  o Would it be better to have the speaker before the business meeting?
	  o Does the business meeting have to be one hour long – could we shorten it?
	  o Ewa Johansson and Jóna Benediktsdóttir to be asked if they are prepared to give the talks they had prepared for Austin as a workshop instead.
	  o Swedish member – Christina Lindquist, who was a founder member of the European Region – to be invited to attend.
	  o Opening words – speaker to be decided
	  o Short film of the history of the European Region to be made and presented, using material from Marianne Skardéus.
	  o Presentation of European Achievement Award.
		Helga/
		Ingibjørg
		
		Ingibjörg/
		Helga
		
		Ingibjörg
		
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		Helga
		
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		Elisabeth

6.	**European Website** How can we help Eyglo? • Guidelines state committee of 3 to assist the European Webmaster – Regional Director, Forum Chair and one State Webmaster – Terttu-Triin volunteered to take on this role. • In Tallinn, we had quotes from younger members about what they appreciated about becoming DKG members. Iida had been responsible for collecting this information – she will send it to Elisabeth. • We should put important dates/deadlines on the website to inform the different countries. •	Terttu-Triin Iida All
7.	**EuForia**	

	• A proposal was made that EuForia not be published as a separate entity, but information and articles collected, and posted on the webpage or sent to all members via their state president. Formal proposal to be written at a later stage, possibly at the Iceland conference • Ria to contact Riet Smits to ask her opinion about EuForia’s future. • Terttu-Triin to check technical issues	Ria Terttu-Triin
8.	**Exchange Programme** Daniela explained her idea of connecting teachers from different countries to enable them to learn about other school systems. This had begun with Daniela and Iida visiting one another’s schools. Daniela repeated this with a teacher from Estonia. She is prepared to act as ‘liaison’ to link members. Daniela will write some words that we can use on the website and at chapter/state meetings. We will discuss this topic again at the next Skype meeting.	Daniela
9.	**European Achievement Award 2017** This is to be published on the website. The following items will all be sent to Eyglo: • Kathrin will send a copy of the certificate presented to Liisa Peltomaa • Iida will obtain a photograph of Liisa • Daniela will find words from the artist who made the award.	Kathrin Iida Daniela
10.	**European Achievement Award 2019** • After a vote from each of the committee members, a decision was made on who should receive the award. • This will be presented in Reykjavik by Iida. • 2017’s certificate to be sent to Barbara by Kathrin. • Barbara to add words to the certificate relevant to the 2019 recipient. • Prior to presentation of the award, there could be a dialogue between 2 members of the Forum committee, discussing the reasons for the existence of the award. We will discuss this again at the next Skype meeting.	Kathrin Barbara All
11.	**Strategic Action Plan** Terttu-Triin had volunteered to look at this before the meeting and to make any suggestions for changes. The whole committee then reviewed the SAP jointly. Daniela made changes electronically and agreed to upload the finished SAP into Dropbox. As a result of the changes, further actions were required: • Communication (A6) – a survey on the future of EuForia will be sent to all members. • Communication (B2) – the informal meeting of international committee members could be made by seating them together at a meal – perhaps the European Luncheon. All Forum committee members to send any ideas to Ingibjörg. To be discussed again at next Skype meeting. • Membership (A2) – Ingibjörg to check with workshop presenters that they are happy to give access to their presentations via the webpage after the conference.	Daniela Elisabeth All
12.	**Operational Guidelines** Ingibjörg to post her suggested changes to the guidelines on Dropbox – in red. To be discussed at our next Skype-meeting.	Ingibjörg

13.	**Next Skype Meeting** • Date – Sunday 20 January – 18:00 Sweden time • Elisabeth to put draft agenda into Dropbox, and asks for all members to add or make changes to this agenda. • Remember to save the original invitation to join the Skype meeting.	Elisabeth All
14.	**Any Other Business** Elisabeth read through the list of duties of the Forum Chair to check that all tasks to date had been completed.	
	Meeting closed at 16:00	