



**ASSITEJ Executive Committee Meeting (Incoming EC):
Online 1 April 2021
Agenda**

1. Welcome

2. Present

Sue Giles (SG), Louis Valente (LV), Seok-hong Kim (SK), Bebe de Soares (BS), Pamela Udoka (PU), Emilie Robert (ER), Ernie Nolan (EN), Selloane Lalu Mokuku (SM), Yannick Boudeau (YB), Cristina Cazzola (CC), Jon Dafydd-Kidd (JDK), Minoovash Rahimian (MR), Shoaib Iqbal (SI), Julia Hesse (JH).

SM had to leave after 45 min.

3. Access needs for any members

MR has problems accessing Zoom from Iran. LV will engage with Minoovash to find alternatives that will also be good for communication with ASSITEJ Cuba. SG will create a document about access needs for our meetings.

4. Approval of Agenda

The agenda was approved with one addition to any other business

5. Meeting the group

The EC members made a round of introductions

6. Culture of the EC

This point was postponed to next meeting

7. Conflict of interest clause

The essentials of the clause were presented and discussed. Details of the document are being worked on and will be presented in a finished version, at the next meeting to be approved by the EC

8. Other documents (to read at our own time)

8.1. [Constitution](#)

8.2. [Policies & Protocols Handbook](#)

8.3. National Centre Toolkit

8.4. Procedures governing the financial transactions of Assitej

9. Next meetings & work flow of the EC

The change of the work flow after Covid was presented and briefly discussed. The incoming EC has to find the right online workflow for their work during the coming meetings and make sure we do not rush into action without a strategy for the whole term.

LV will make a doodle to define the dates and times of the next EC April/beginning of May.

YB asked whether the expectations from the members of ASSITEJ is that the EC organizes events shortly after the Congress or whether the EC will be able to wait until September/October.

JH: We need time to make a good plan and create healthy work conditions for the EC but there is also a need and expectation for ASSITEJ to be present and respond to the needs of artists and audiences in the crisis.

People agreed that communication was an essential bridge between Congress and the next action.

10. Accountant - preliminary permission to Roberto

The EC was informed about the plans for the work division between the Treasurer and an accountant based in Italy (the seat of ASSITEJ). A detailed MOU for this arrangement will be presented at the next EC meeting.

VOTE: It was unanimously approved by the EC (with the absence of SM) that the former Treasurer Roberto Frabetti serves as a provisional accountant until all required paperwork to establish and formalise the new work division between the Treasurer and the accountant in Italy is in place.

11. Working Committee of Creative Europe Network application (10 min)

LV introduced in brief the application and the potentials for ASSITEJ that this funding strand has.

YB reminded that there are two different Creative Europe strands for which ASSITEJ is applying:

- Creative Europe Cooperation Projects
- EU networks

It was decided to create a working group consisting of:

Yannick, Cristina, Julia, Bebe, Sue, Jon, Louis (driver and chair). PU is also available for the project writing.

The EC permitted that the group could invite Roberto Frabetti and Stefan Fisher-Fels to collaborate because of their extensive knowledge in the area.

LV disclosed a potential conflict of interest in relation to the Creative Europe Network application because a successful application can potentially place resources in Denmark to run the Network.

CC disclosed a potential conflict of interest because she is potentially interested in working in the programme if the application is successful.

The EC did not find that these potential conflicts of interest implied any problems at the moment but acknowledged the importance of being transparent about them.

LV made the point that the extensive and varied experience of the EC was an advantage for our application approach. Members of the EC expressed their availability to be drawn in when needed.

12. EU consortium

ASSITEJ is represented in the informal European Consortium for Theatre Associations related to the European Union. Currently LV and Stefan Fischer-Fels represent ASSITEJ in the consortium.

LV suggested the SFF could potentially continue in the consortium in a few months.

BS suggested that Julia or another current EC member should take over from Stefan since it is an ASSITEJ role.

SK and YB agreed that it is fine that Stefan continues for some time.

CC suggests that there is a process of handover where Julia and Stefan attend together a couple of meetings. This last proposal got support from the EC members.

13. Short term work

Newsletter: Kaatje de Geest (freelancer) has been hired to do the April newsletter. SG will do the proofreading and the newsletter opener.

LV asked whether any of the EC members would be able to engage in the practical work around the website.

CC: Asks if National Centres could offer help/resources in this respect? Is there any way to still have Francois with us?

TB: A big work for ASSITEJ is to continue our digital presence in continuation of the world congress. This is something that goes beyond the capacities of the EC and requires cooperation with for example National Arts Festival (South Africa) and Performing Dialogue (UK) - the contractors of assitejonline.org.

TB also mentioned that a part of the budget allocated to the magazine could be spent on a person updating the website because the costs of the magazine have been reduced after it has become a digital magazine.

BS reminded everyone that the work of the EC is very hands-on and needs to be done within our group as much as we can. We do not have the resources to outsource all our work.

SK said that LV could contact him if he needs urgent help to update the website.

14. Any other business

CC has prepared a draft for a press release that other EC members are welcome to use. She will share it with everybody.

ER: Encouraged all EC members and Centres to make the members of the National centres and ASSITEJ networks aware that they are members of ASSITEJ International through the membership of the Centre or Network.