



Meeting of the SAON Executive Committee / SAON Retreat Organizing Committee	
When	2 nd May 2017, 16-17 CET / 10-11 AM EST
Venue	Teleconference
Participants	Allen Pope (AP), Eva Krueemmel (EK), Hannele Savela (HS), Jan Rene Larsen (JRL), Larry D. Hinzman (LH), Nicole Biebow (NB), Peter L. Pulsifer (PP)
Apologies	Christine Daae Olseng (CDO), Lisa Loseto (LL), Mikko Strahlendorff (MS)
Meeting notes	JRL

Agenda:

1. Plans for the Retreat

Minutes:

Ad 1. Plans for the Retreat

It was confirmed that the Retreat should be held in Frascati, and it was decided that the dates should be 27-28 June 2017.

JRL had supplied the meeting with an overview of the input to the Retreat that had come from the external review and the Board meeting in Prague. PP proposed that the contents were subject to text analysis.

AP proposed that an outcome of the Retreat should be a ‘shopping list’ of projects. This would allow stakeholders to offer support to specific activities. He said that a strategic plan could be a hybrid between a strategy and an implementation plan. He asked that the document should also contain guidance to the Committees.

PP agreed and added that projects should be concrete and fundable. Any task or project should have link to the Strategic Framework and Social Benefit Areas (SBAs).

LH supported this, noting that it would also be worthwhile to relate these to European Commission strategies.

It was agreed that the first version of the 'shopping list' could be the work plans of the Committees. These contain projects and associated funding needs, including in-kind contributions.

EK noted that a funding strategy for the Secretariat is also needed.

There was a discussion if the outcome of the Retreat could/should be published.

On involvement of the Board:

- A goal for the strategic plan would to strengthen national engagement. This could be formulated as minimum requirements.
- All Board members will be invited to the Retreat.

It is expected that ESA will support the participation of 3-4 indigenous representatives.

Actions:

- ✓ JRL, CDO and LH to organize analysis of text input from external review and Board meeting in Prague
- ✓ EK, PP and HS to meet and discuss a process for the evaluation of projects (value/effort).
- ✓ JRL to invite the Organizing Committee to meet every 14 days, same time slot.
- ✓ EK to draft an overview of minimum requirements for national engagement/committees.
- ✓ EK to organize the invitation of indigenous representatives to the Retreat.