

European Network of Information Centres for the Performing Arts
Réseau Européen des Centres d'Information sur le Spectacle Vivant

Report General Assembly 10th of October 2003, Repertory Theatre, Birmingham

Attending the meeting: Nicolea Scarlat (ARCUB, Romania), Laurent Sebillotte (Centre National de la Danse, France), Thomas Engel, Michael Freundt (German Centre of ITI, Germany), Luciano Brogi (IALS, Italy), Johanna Laakkonen (Information Centre for Dance in Finland, Finland), Mari Kolle (Information Centre of the Estonian Theatre Union / Estonian ITI, Estonia), Emma Kelly (Arts Council, Ireland), Naomi Black (The Place Artist Development, England), Bianca de Waal (Theater Instituut Nederland, The Netherlands), Dries Moreels (Vlaams Theater Instituut, Belgium), Anneli Kurki (Finnish Theatre Information Centre, Finland), Zuzana Ulicianska (The Theatre Institute Bratislava, Slovakia)

Budget 2004

Dries mentioned that three members haven't paid their membership's fee yet. He will send them a reminder.

The network has built up reserves and they are still growing. At the moment the reserves are €15.000. The costs for the meetings were low and we only pay bank costs and maintenance of the website to IALS. Some money was paid for the translation and legal handling of the statutes.

The budget 2004 will soon be available on the website.

Statutes

The statutes are waiting for approval by the ministry in Belgium, hopefully before the end of this year.

House regulations / Internal rules

This spring in Brussels a taskgroup was installed to prepare house regulations in addition of the more simplified new statutes. The common feeling was that it was too formal to have them for the network. A discussion started. Bianca said it would be practical to have a document for future boards and new members in which they can find for example what's to be expected from a member and the board, some procedures, a members list etc. So instead of working on house regulation, Dries, Luciano and Cécile will work on a network handbook to be voted on by the members during the spring meeting in 2004.

Website improvements and reminders

Luciano showed the tools for the members on the website.

- Statistics - At the moment there are counts on the use of the search engine. Thomas said it will be also interesting to count the hits on the information centres, so you can see how many hits on the ENICPA site lead to our own information's centres websites.
The sentence "User's searches by countries" causes confusion. These are the statistics of users looking for information in a certain country and not the amount of searches from users based in a certain country. The sentence will be changed.

European Network of Information Centres for the Performing Arts
Réseau Européen des Centres d'Information sur le Spectacle Vivant

New tools

- Guestbook - Here you will find the registration, questions and comments from users of the public area. The members can answer questions and read the answers from the members.
It's possible to generate an e-mail list for promotion and information purposes.

- Projects - This tool was born out of the need to know more about the activities of the members. The projects are labelled as past, present and future. Past projects to help you find experience and knowledge if you want to start a similar project. Present and future projects to work together if you have a similar project at the same time or get input.
You can link documents and websites to your project and there's a possibility for other members to react and read reactions.
Thomas asked if it is possible to send an automatic e-mail to the members if a new project has been added to the database. Luciano will look into this.
Maybe in the future it's also a possibility to know more about the projects of other networks.

- Links - Johanna of the taskgroup told that most of the members have put in their entries.
The taskgroup found out that in some records there are too many genres. For example if a user is looking for links on contemporary dance, also some ministries of culture are in the result list. The taskgroup will try to solve the problem by adjusting the guidelines and review the links that are already in the database.
In some comments is a description of the organisation behind the website while it should be about the content of the site. The taskgroup will send an e-mail to the members with the request to change the description.
Also a strong request to not only add the comment in English but also in French.
The taskgroup is looking for two other members to take upon them to do tests, to check if the data is according to the guidelines and to send reminders to members who haven't put their entries in. These tasks will be turned over to every taskgroup member for the period of three months each year. If you're interested you can contact Johanna or Bianca.
Dries mentioned there is a free service on the website <http://www.mylink.com> that will check if websites are still active.
The launching of the links will be in the beginning of January 2004 and all members will get instructions how to promote the links from the taskgroup.

Luciano strongly requested to use all tools and send comments to him.

Meetings

Birmingham

Five members only joined the visit to the library. This brings the question if it's useful to have an extra ENICPA program during IETM. The discussion that started showed that members are still interested in an ENICPA program during IETM. Maybe an extra day, an evening program. The board will look for a solution for this problem so we can have more members attending the ENICPA program during the next combined IETM/ENICPA meeting.

European Network of Information Centres for the Performing Arts

Réseau Européen des Centres d'Information sur le Spectacle Vivant

Future

The IETM will have two meetings next year: 22-25 April in Budapest and in the beginning of October in Belgrade (both to be confirmed).

The combined IETM/ENICPA meeting will be in Budapest.

Zuzana informed about the meeting of the theatre institutes from Prague, Warsaw, Budapest and Vienna in December in Bratislava. There is also planned meeting of the V4/SK, PL, CZ, HU/ theatre institutes for the May-June in Budapest. She suggested also considering organising the meeting of ENICPA during the Nitra festival in Slovakia, which is traditionally held in September. This option needs be, however, first approved by the responsible persons.

Bianca mentioned it was pretty difficult to organise a meeting in a city in which we don't have a member and also there are already three invitations from Centre National de la Danse in Paris (Laurent), The Centro de Documentación de las Artes Escénicas Andalucía in Seville (Conso) and the Centre of Information Technologies for Theatre in St. Petersburg (Sergey). For some members it's also difficult to justify to go to two meetings shortly after each other in de same city.

Zuzanna suggested that one of the board members could be present at the meeting of institutes in Budapest. She also mentioned that very recently a theatre institute has been founded in Poland. She will check if they are interested in becoming a member.

The members voted for Paris to have the fall meeting. Since there will be a second meeting in fall of the IETM, the board has to decide on the dates of the ENICPA fall meeting so it won't be in conflict with the IETM meeting.

Election of the board

A new board has to be elected next year. Luciano said that now the network is active and in better shape it's time to have a president that promotes the network and is in contact with international networks and organisations. He wants to stay on the board as a fourth member.

Dries will soon mail the procedures and schedule for the election to the members.

Marketing and promotion

The board will realise a marketing plan and maybe hire a PR specialist.

To promote the website the information should be updated and all texts should be checked in English and translated in French before the meeting in Budapest. If the data is not updated the records will be stored and taken of the website.

An ENICPA card will be printed to promote the website and the network. It will be handed out to the members.

The network should also be more present and visible at congresses, network events, meetings etc. It could be that the board would ask members in the country of the event to join it as a representative of the network.

Promotion should be a task for all the members.

Next meeting somewhere between the 22nd and 25th of April in Budapest, Hungary