



**EfVET Executive Team Meeting
Brussels, January 31st 2003**

Minutes of the meeting

Chair: Peter Hodgson

Present: Hans van Aalst, Frans Schneider and Marián de Villanueva

Pre amble – the meeting was delayed because Frans Schneider was appointed to go to the European Parliament to talk about the event within the Members of Parliament.

Formal meeting started 16.30 pm

1. Minute of the Executive Team. June 29th 2002:

Approved.

2. Matters arising

The letter of the President of EFVET for the next Conference will be translated into Portuguese, Spanish and Greek.

The data base is almost updated. Sweden should be completed soon.

3. Information week. EU Parliament

Hans van Aalt, Peter Hodgson and Frans Schneider attended the meeting in the Parliament. Frans has organized the logistics .

Attached the draft budget. Income: west Midlands. UK : there is not official agreement.

The budget will be presented to Steering Committee with possible incomes.

4. EC Working Groups for DG Education and Culture

Next Monday, EVTA and EFVET will check the information about the people interested in the European Commission working groups. Then, some of them will be selected. Peter Hodgson will write a letter to them and to people who has not been selected.

EVTA represents should report to EFVET as well as EVTA about the outcomes resulting from the working groups. Projects reports at a minimum to be included in EFVET newsletter and website.

5. NGO Platform-future development

Financial information of NGO Platform2 is still in the Commission to be approved.

6. EFVET and EVTA future collaboration

EFVET and EVTA agreed to continue cooperating and doing things together. Future discussion will be held.

Hans van Aalt and Peter Hodgson have met with Thomasso Grimaldi of EVTA

7. Conference update-

Questionnaire: it will be ask to the Steering Committee if one can make the evaluation of the Conference in Sevilla, during the next week.

Next year one person will be responsible for the evaluation and make it in one week.

Detailed of the financial will be ready by March. Some aspects of the bill of the hotel must be clarified. Marian de Villanueva will contact the hotel for it.

Many thanks to CECE for the Conference in Sevilla.

8. Financial Report to Executive

A financial report will be ready in March

9. Membership

We should find two members to lead the membership in Austria, Portugal,...

Contact the European Training Foundation. Define priority, tasks, time, ...

10. Projects

11. EFVET Central Office

Hans van Aalt suggested to contact EVTA to take over an agreement to use its office.

12. Any other business

No other business

13. Dates for future meetings

Executive team: 13rd June 2003 at 15:30 pm