

SAR Executive Board Meeting 18-04

MINUTES

Date & Time: 28.05.2018 – 14:00-18:00
29.05.2018 – 10:00-15:00

Location: Academy of Creative and Performing Arts
Leiden University, Leiden

Next meeting:
Location: UDK - Berlin – Location to be confirmed
Berlin
Time: 05.09.2018 – 14:00-18:00
06.09.2018 – 10:00-17:00

1. Welcome and Approval of Agenda

The President welcomed everybody.
The agenda was endorsed

2. Endorsement of Minutes Last Meetings

- Meeting 18-01
- Meeting 18-03
- Meeting 18-04

These minutes were endorsed with small adjustments.

3. Endorsement of Minutes General Assembly

- Draft Minutes GA 18.04.13

The minutes were endorsed with small adjustments.

- Documents on the SAR Website

The aim is that the missing minutes from Ex. Board meetings and GAs will be uploaded to the SAR Website by the end of July.

4. Information

There was a joint exchange of information and updates on issues regarding artistic research and organisational matters from all present.

The Executive Officer (EO) gave a short report on the workload for the period after start-up in mid-April – Agreement will be available for the ExB members.

5. Action Plan

- Updates
- Delivery

The Action Plan was updated and checked for deliveries.

6. Finances

- New Financial Procedures Established

The Financial Procedure were endorsed with minor adjustments.

- Financial Report 04/18
- List of unpaid memberships

The Financial Report and the lists of unpaid membership were taken into account.

7. Members

a. Institutional Members

- Status report
- Activities ExB Members
- Activities EO

There is no new institutional members since the GA.

The ExB members and the EO reported on recruiting activities done and planned.

b. Individual Members

- Status report

There is only a few new members since the GA.

A group within the Board will look into how to strengthen community building among the individual members.

c. Back office

- Status report

The information provided regarding paid and unpaid membership needs to be given in a new format.

8. JAR

- Status report

A new issue (# 15) has just been launched.

There has been some difficulties with the JAR Website, but this has been solved – at least in a medium term perspective.

9. RC + Portal Partners

- Status Report RC Advisory Group

The new RC Advisory Group has been established and activity started, including a first Skype meeting earlier in May.

The Group consists of Tero Heikkinen (Helsinki), Karst de Jung (The Hague), Heidi Paterre Möller (Stockholm), Gabriel Paiuk (Leiden), Susanne Schumacher (Zurich), Michael Schwab (JAR), Luc Döbereiner, Casper Schipper and Johan A Haarberg.

From this meeting onwards, Geir Strøm will also join the group.

- New Exposition Module

The new responsive module developed for mobile devices in co-operation with the Norwegian Music Academy will be launched during the coming portal partner meeting.

Portal Partners will be invited to create a consortium for further development on this platform.

- Status Report RC / Roadmap

When the work on the exposition module has been finished, other issues connected to the road map will get priority.

- Next Meeting Portal Partners (Zurich)

The meeting will take place 14.06-15.06 and the attendance is expected to be good.

- MADEK / RC

We are waiting for the next initiative from ZHdK.

- Polifonia / AEC

AEC has decided to stop this project for the time being.

- Swedish Infrastructure Funding – Application for Prequalification

There is still no answer on this application.

- Norwegian Infrastructure Funding Application Sketch

The application sketch was taken into account.

10. The EU General Data Protection Regulation (GDPR)

- RC Data Privacy Policy
- RC Data Protection Policy
- SAR Data Privacy Policy
- SAR Data Protection Policy

The two privacy policies were endorsed with minor adjustments.

11. Funding Agency Seminar – September 2018

- Status report
- Participation
- Agenda

At this stage, the attendance are not as extensive as in the first seminar. A few more agencies will be invited. The agenda was further developed during the meeting.

- Role Distribution

Not all ExB members will be able to attend.

Further role distribution to be discussed when attendance has been clarified.

- Status – Documentation Funding Agency Seminar 2017

A full documentation draft will be present before summer.

12. SAR Conferences

- SAR Conference 2018 / General Assembly
 - Summary/Evaluation
 - Documentation

SAR and JAR should be more prominent/visible in the conference program.

Participants should be able to sign in for parallel slots.

Small printable program plan should be available for the participants.

Annual prize should be integrated in the conference.

An evaluation system should be at hand before conference start-up.

A less time consuming solution for dealing with participants that claim to be SAR members should be considered.

The scheduling for General Assembly should be decided when the program structure has been developed.

Several options for having the documentation on the RC was discussed.

- SAR Conference 2019
 - Confirmation/Agreement
 - Time Line
 - Committee Members

The SAR Conference 2019 will be organized in co-operation with Zurich University of the Arts (ZHdK) from the evening of Thursday 21.03, the whole day Friday 22.03 and the whole day Saturday 23.03. There are options for venues for special interest groups on Thursday 21.03 and GA on Sunday 24.03.

The agreement has been negotiated and is expected to be signed by the rector of ZHdK within the coming two weeks.

As the contribution from ZHdK will be substantial, the Conference Budget and the participation fees has been decided by the Board of ZHdK.

The planning should start before summer, and a Save the Date sent out on the RC mailing list as soon as possible.

The Conference Committee will consist of the following members from ZHdK and SAR:

- Chair: Giaco Schiesser (ZHdK and SAR);
- Anton Rey (ZHdK);
- Germán Toro-Pérez (ZHdK);
- Angela Bartram (SAR);
- Johan A. Haarberg (SAR);

- SAR Conference 2020 /2021
Several hosting options for the coming years are under consideration and needs further investigations.
For the Vienna option, the ExB agreed that we would opt for a joint conference with the three higher art educational institutions.
Responsibilities for approaching other conference host options were distributed.

13. Further SAR Activities and Events

- SAR Academy
 - Summary/Evaluation
 - Documentation
 - Next Step
 - Special Interest Groups

The Board wants to move the SAR Academy branding into an umbrella for the activities of special interest group. The focus/aims for each group to be endorsed by the Ex. Board, and regular reporting from each group through the SAR Newsletter. After endorsement, such groups will have to be self-organized, and – except from RC-announcements – without financial or administrative support from SAR. More precise definition of conditions need to be discussed in next meeting. The aim would be to make a call for interested parties this autumn, with the option for providing venue for first meeting in front of the conference in Zurich.
- Annual Prize for Best RC Exposition (additional announcements)
 - Summary/Evaluation
 - New Announcement

After the uncertainty regarding which submissions could be counted as eligible had been cleared, the process went very well.
Announcement for this year's prize should be done by a special RC Call, as well as in the upcoming SAR Newsletter. Only expositions published within 2018 will be taken into consideration. The jury will stay the same for this year, with Lena Rouhiainen as chair.
The demand for no relation to exposition development to be removed.

14. Partnerships + Networks

- Rami
 - ELIA: Working Group AR
 - Exchange with other membership organizations
- The EO will make a presentation of SAR/RC at the yearly Rami conference in September. Otherwise, there is no new information under this point.

15. Documentation and Communication

- New Basecamp Solution (Status)
 - Website Updates/IT-Support
- The new Basecamp solutions has been established, with the aim to transfer all previous material and activity documentation to the new version.

There is a need for an update of the SAR web site, and a solution with redevelopment and new hosting by one of our partner institutions will be checked. Responsibility for the content monitoring and instructions for updates will stay as in the last ExB.

16. Newsletter

- Next Newsletter – Content / Deadlines / Date of Publication
- The Board agreed on content and responsibilities for the upcoming Newsletter.

17. Announcement Services and Correspondents

- SARA Status report
Approx. 15 announcements have been released since start-up in January this year.
- Additional correspondents
No new correspondents added at this time.
A solution for similar information hosted both by JAR and SAR was agreed.

18. Role Distribution

- Distribution of roles and responsibilities within the Ex. Board
A distribution of responsibilities within the Board were agreed:
 - *Geir Strøm on Portal Partners and RC; Agency Seminars*
 - *Giacco Schiesser on JAR; Institutional Members; To-Do-List*
 - *Angela Bertram on Conference Zurich; Agency Seminars*
 - *Alexander Damianisch on Agency Seminars; Social media*
 - *Lena Rouhiainen on Newsletter; Webpage; Annual Prize*
 - *Gabriele Schmid on Individual Members*

19. Next Meetings

- UDK - Berlin – Location to be confirmed
05.09.2018 – 14:00-18:00
06.09.2018 – 10:00-17:00
- Academy of Creative and Performing Arts
Leiden University, Leiden
20.11 – 10.00-17.00
21.11 – 10.00-13.00

Timetable for the second day has to be clarified in relation to the RC presentation at the ELIA Rotterdam Conference the same day.

- Need for re-scheduling of planned meetings?
At the Berlin meeting, the timing of the last meeting before the next GA has to be re-checked.

20. Any other Business

- Meeting attendance
The need for all Board members to be present in all meetings were discussed.
- Meals
The Treasurer and the EO was asked to look into if a guideline for provided meals should be established.

Endorsed 05.09.18.

Henk Borgdorff
President

Giacco Schiesser
Secretary