

Mid-term Meeting of the EADH Executive Committee

Leuven, Belgium

Wednesday, December 1, 2015 – University of Leuven (Central Library, Spoelberch Room)

9:37 – 18.10

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1. Attendance and agenda

Attending:

- Aurélien Berra (AB)
- Barbara Bordalejo (BB)
- Elisabeth Burr (EB)
- Fabio Ciotti (Membership Coordinator) (FC)
- Arianna Ciula (Secretary) (AC)
- Claire Clivaz (CC)
- Karina van Dalen-Oskam (President) (KvDO)
- Øyvind Eide (ØE)
- Elena González-Blanco (EGB)
- Leif Isaksen (LI)
- Maurizio Lana (ML)
- Jan Christoph Meister (Chair) (JCM)
- Christian-Emil Ore (CEO)
- Jan Rybicki (JR)

Apologies from:

- Edward Vanhoutte (DSH Editor-in-Chief) (EV)
- Paul Vetch (Treasurer) (PV) – he joins via skype at 9.43 and leaves at 1pm.

Chair opens the meeting by thanking BB for the wonderful welcome and organisation.

Few corrections are made to the agenda (typos and EADH 2017 in the last item) which is then approved.

The item on treasurer's report is moved forward to allow for PV to join in via skype and stay on the call.

2. Minutes of Midterm Meeting and matters arising

⤴ [Minutes in Agora](#)

Chair added some last minute corrections; committee go over those and changes are recorded.

Actions carried over from Sydney:

- LI proposes to carry out an analysis of the elections to identify possibly issues like gender and geographical balance;
- Appointment of new bank.

Chair asks for other points or amendments but none are proposed. Chair moves to accept the minutes as a true record of the summer meeting 2015 held in Sydney last June, BB proposes and ØE seconds. Minutes are approved with one abstention.

Special attention to action items: all was dealt with with the exception of some issues discussed during the meeting. Chair thanks Secretary for minuting.

Chair moves to discuss [item 5](#).

Chair breaks the meeting at 10.48 which is reconvened at 11.04.

3. Organisational issues

3.1 Election of new EADH President and appointment of ADHO SC representative until DH2016

Chair and committee congratulate KvDO for her new appointment as ADHO chair, as well as EGB for stepping into the office of ADHO Secretary starting January 2016.

Chair reminds committee that from a procedural point of view EADH does not have to have a president; however the role has proved very beneficial to deal with certain issues in an impartial manner. Coordinating the AOs forum is recognised as an important and essential part of the role to fill in as soon as possible. However, committee could decide to take some time to make the selection for a new person in the full role of president.

Chair asks KvDO to comment; she clarifies the role with respect to interaction with the role of chair. KvDO also raises the issue that the appointment of ADHO chair is at the moment an *interim* role until DH 2016 conference. Then a new formal election will have to take place within ADHO SC. KvDO stated that she might be interested to take the role of ADHO Chair if elected but she also signalled interest in continuing EADH presidency role if not elected under the condition that this will not harm EADH.

Discussion follows on the scope of this role and on how best to proceed during the interim period. The role itself, its outreach political function as well as the importance of interaction with the role of the chair and strategic priorities are outlined.

Chair proposes to accept KvDO's request not to exercise her office as EADH president until DH 2016; if not elected she will re-take her role as President until the end of her term in 2017. Following discussion Chair summarises the consensus, namely to postpone nomination and election of a new president until DH 2016 when the issue of ADHO Chairmanship should be less temporary than it currently is; interim period will be used to approach interested people. This was accepted by everybody.

Chair summarises that for the time being we work on the assumption that KvDO's as president of the EADH is in abeyance until DH 2016. In the meantime Chair will sound out developments.

Chair then asks about the ADHO SC vacancy. BB volunteers to take on the role of EADH representative on the free position on ADHO SC as well as coordination of AOs forum until DH 2016, LI seconds. Thereafter representation on ADHO SC will be revisited.

Action on Officers to inform ADHO secretary about BB's appointment.

Action on KvDO to communicate with the AO forum and hand over liaison to BB.

3.2 Recent ADHO issues

Chair reports orally about the events culminating with the ADHO Chair resignation and summarising what was already circulated via email (exec mailing list).

Chair then opens the floor for discussion and exchange of views on diversity, inclusivity and intercultural communication.

Chair concludes the discussion with the comment that issues such as the one faced recently by ADHO SC require clarification over the concepts being adopted since we operate in different specific contexts with different sensitivities and sensibilities. Debates over such issues require open exchange and discussion. This was a lesson learned and EADH executive committee must think how best to convey its position to ADHO.

Chair breaks meeting at 13.25 for lunch to reconvene at 14.45.

3.3 ADHO Governance Strategy meeting Nov. 4-5 2015

Chair reports orally on this meeting which both President and Secretary attended together with Neil Freistat, Harold Short, and ADHO Treasurer. Both the finance side and organisational side of ADHO governance were discussed. Chair summarises that the meeting used as reference a document drafted by Chair and Harold Short; the meeting started with a discussion on the purpose of ADHO; the meeting participants reached a definition of ADHO as collaborative framework encompassing organisational as well as strategic activities both fed by instrumental elements. Against this background a governance structure was then discussed. Two variants were discussed as most likely scenarios to explore further. The purpose of the meeting was not to take decisions but to explore options. Harold Short and Chair were then mandated to summarise a document for discussion at ADHO SC. Chair explains the graph representing the structure with a COs representative council, the Executive (Chair with operational function, President with representative function, Secretary, Treasurer). Chair mentions also that at the moment no recommendation was put forward with respect to the level of representations of COs in the Council. There was a proposal of a flat structure but it will need to be discussed.

The target is to have a proposal for discussion at the next ADHO SC meeting. KvDO adds that this structure when deliberated and made transparent will help solving problems of identifying the right channels of communication with ADHO. AC highlights the novelty of adding SIG as committees and then Chair adds that AOs are also represented in the Council

ML notes that MCLM chair is currently a *de officio* representative of the ADHO Programme Committee (PC). Action on Chair to communicate this point to the task group on governance.

ML also raises the issue that a document should be drafted for new members joining in each year the ADHO PC. KvDO notes this would be one of her first actions as ADHO Chair.

FC raises the issue that the membership officer is not currently represented in the structure. He thinks this role could be covered by the ADHO Secretary. Chair clarifies however that in the new suggested financial model, memberships will be dealt with mainly at the CO level.

Chair then goes into presenting the financial side. He first presents the *status quo*, where almost everything is financed via OUP DSH subscriptions. A discussion follows over the historical nature of this model as well as its inadequacy in the current organisation. Chair then summarises the new proposed model, where the consortia (institutional) income could be used to finance ADHO activities (currently the two figures of ADHO expenses and institutional income match nicely) while income from individual members would be redistributed proportionally. CC

raises the issue that Humanistica should be included as a category that currently does not fit with the system. Chair thinks that most arrangements should be made at CO or AO level. ADHO benefits at the moment are targeted to individual members (e.g. bursaries, infrastructures). CC raises the issue about the fact that Humanistica is waiting for a new model so having this new system in place will facilitate the inclusion of Humanistica as CO.

BB asks about the handling of multiple memberships. Chair explains the proposed model of either an *ADHO plus* membership option (supporting all COs, but without rights to vote for COs; earmarked for specific activities like bursaries) or a secondary membership (this would include voting rights for a second identified CO).

EB raises the issue of how the disbursement from EADH to AOs will work in this new context to make sure AOs can run their business. Chair explains that at the moment EADH pre-finances its AOs like ADHO does with COs.

LI praises the work of the task force for having produced this elegant model and argues that this new model creates more transparency also towards what is promised to members.

AC asks whether OUP would be happy to deal with COs directly for distribution of income. KvDO clarifies that they OUP would not want to do that, hence membership data would need to come from ADHO rather than single COs. All practicalities will need to be dealt with (e.g. differing times of subscription).

CC proposes that we offer support to EADH representatives in ADHO SC for this proposal to be taken forward; LI seconds. With the exception of two abstentions, this was agreed unanimously.

Chair concludes stressing again this is a proposal which simply indicates the directions of further thinking and development.

3.4 EADH meeting with OUP Nov. 3 2015

- Notes summarising the meeting in [Agora](#)
- See also EV's email sent to the committee on December 1st 2015 (EADH exec mailing list Nr. 1236)

Chair summarises the meeting and again the wish by OUP to deal with one interlocutor (ADHO) which will collect data/funds and pass it on. OUP finances look good despite the introduction of the membership only option (currently evened out by the uptake of consortia subscriptions).

EV's role in the committee is discussed. KvDO summarises EV's position as willing to focus in his role as editor in chief rather than engage directly with the EADH exec. While committee appreciates EV's wish, discussion starts over whether the role – independently from the person – should continue having formal representation *de officio* in the committee as it currently does.

Chair explains that we place lots of trust in the position of the editor dealing with editorial and academic matters rather than financial and legal matters.

Chair also mentions that succession plans were discussed at the meeting for the next person to take on the role in 5 years time.

The end of the discussion indicates that we need to look at this role in more details also because it would imply a change in our current constitution. There is indeed some disagreement whether the editor in chief should not have representation in the committee.

Chair concludes that the position of the journal is currently undefined.

3.4.1 OUP subscription site issues

LI explains the context for raising this issue: OUP has one page for both subscriptions to the journal and membership fees. COs logos appear only further down the list after ADHO and EADH logos.

LI's proposal is to ask OUP whether the interface could be improved possibly also by including some explanatory wording.

ML also points to the inconsistency of the footnote associated with student-fee, which is currently associated only to joint members.

Chair explains that at the moment EADH and ADHO are the only legal entities which are the contract partners OUP recognises; any new proposal takes time to be put in place (we need to give OUP 6-month notice prior to new year subscription usually). It might be better to wait until the new financial model as well as the pilot of a new membership administration system hosted by each COs website is in place before changing the system.

Action on LI to contact OUP about possible amendments.

3.5 Application by DH Russia to become an EADH-AO

- Proposer: CC; see documents including request to become AO [in Agora](#)

Chair asks CC to report about her trip to Siberia. She reports enthusiastically (recorded in more details in the attached documents) about the commitment of Russian colleagues to join EADH as AOs. They are not a legal association at the moment. They expect from us a welcoming message so that they work towards the next step of preparation of the agreement. CC proposes to welcome this application as a pathway towards the establishment of a new AOs.

Discussion follows over the proposal; the unique mix of academic areas with endorsement from high level management is praised. Chair clarifies however that the only agreement we can make is via an academic association of individuals. The interesting mix of smaller yet very innovative institutions in Russia collaborating already, for example in the case of St Peterborough, on international endeavours connected to museums documentation is also noted. Legal issues connected to the transfer of funds from Russia are mentioned; however the general sense is that the creation of this organisation as well as the joining of Russian colleagues as EADH individual members should both be encouraged. The partner organisation option could also be presented as an interim step if needed.

Chair proposes to write a formal letter giving a symbolic endorsement and offer of being consulted on the process of creating their AO.

JR mentions also that some Baltic countries are moving towards creating a more formal group. COE confirms that conversations between these countries and DHN have started; based on the evolution of DHN, Baltic states might be invited to join DHN.

Char summarises that the general consensus is to welcome this application; so we will respond in a positive way to encourage development along the lines of an AO.

Action on Chair to draft the official letter supporting this initiative so as to reach agreement on the specific wording.

Chair thanks CC for making this happen as it would be a very welcome enlargement of our community also in intellectual terms.

EGB asks about recent communication with Israel. Chair states there haven't been any news on this as yet.

Chair breaks the meeting at 16.52 to reconvene at 17.02.

3.6 AO finances and forum

The AO forum role as a venue of exchange for AOs is briefly summarised. Action on BB and KvDO to liaise on the coordination of the forum so that BB can take the lead in coordinating its activities and deliberations.

Chair explains the rationale behind redistributing money to AOs by also giving them the decision power as how best to invest this fund (this would encourage collaboration across AOs). Some activities will stay at EADH level like EADH Days. Chair opens the floor for discussion.

EB (clarifies this is her personal opinion rather than the voice of the DHd representative) thinks this structure creates already a parallel between EADH and AO forum and a possible venue for conflict with respect to distribution of money. This also creates problem in accounting to AOs members how their fees are reinvested into their own AO initiatives.

FC highlights both the representational and political issues of the AOs having joined EADH.

AC points to the tension between making sure AOs sustain their own initiatives while also having a fund to use for collaborative work.

EGB states that the issue of representation for HDH is not that relevant; while lack of clarity over financial issue could be a problem.

Chair reminds committee that the issue of representation will become more important with new AOs joining in.

Various proposals over distributions of funds are discussed. Chair summarises that one proposal is to sound out AOs as well as POs to understand what they want.

Agreement is reached towards providing AOs with 40% of EADH income. The rest of the income from AOs will be earmarked for EADH investment as general contingency fund (20%) and other specific strategic activities for the rest 40% (LI argued for using it for small grants – if open calls, it should be discussed whether these should be restricted to AOs members).

Action on BB to liaise with AOs forum and propose ways to disperse this fund (40% of income).

3.7 Partner Organisations

- DH Benelux request to become partner organisation [in Agora](#)

The established of DH Benelux as first EADH Partner Organisation was announced last November. This was noted and praised as a good development.

4. Elections 2016: upcoming elections and nominations

Officers expiring in 2016:

- Chair.

Chair is not willing to stand for another term; he would be willing to stay except he would prefer if a new person comes in so he asks people to think about the role. ØE signalled that he was interested in taking on the role, expect that his current temporary work situation would not make it easy.

Elected committee members, terms of office of whom are expiring in 2016:

- CC (willing to stand again);
- LI (willing to stand again);
- JR (cannot stand again as this was his second term).

Co-opted exec members, terms of office of whom are expiring in 2016:

- AB;
- ØE.

The nomination committee was already set up at the summer meeting and includes: FC, BB (chair) and CEO.

The process needs to start in due course. Action on BB to initiate this.

4.1 Protocol for co-option

Chair reminds that co-option is a standard procedure used by the committee as a device to include new people. It should be carried unanimously and not voted upon. LI proposes that Chair's email of the 5th of November 2015 ([EADH-exec Nr. 1061]) could be used as a starting point for a protocol on this.

Action on LI to refine that email as basis for a protocol.

5. Treasurer's report

- Report [in Agora](#)
- [Formal account](#) 2014 for IFA
- Projected income 2016 [in Agora](#)
- Expenditures 2015-16 [in Agora](#)

Treasurer reports via skype starting with the narrative report. He mentions first that he would like to close our accounts earlier and not switch the bank until the New Year, as this will make the closing of the account easier. This means that he needs everybody to submit any expenses claims for this financial year as soon as possible by the end of next week.

There is a total of 26 transactions made in this financial year (simpler than when EADH/ALLC used to handle ADHO finances too). Our disbursement for 2015 is reasonably healthy. Chair opens discussion on point 2 of the report but no questions are raised. Treasurer clarifies point 2.4: we are sitting on a large portion of income from the journal; at present figures connected to income still need to be formally agreed with ADHO treasurer (formal agreement is needed

before our fund are transferred). Treasurer then moves to point 4 and explain the reasonable agreement now reached about AOs income collection and distribution. The figures presented in the report about the two AOs income might vary slightly based on currency conversion. He then explains the distribution formula, namely that for each AO member EADH returns 5 EUR to ADHO. This means that we owe ADHO a little bit of money for last year, but in turn ADHO kept all income from DHd. (Note that DHd is a particular complex situation since subscriptions to journal go to OUP first) Chair agrees that this is a straightforward arrangement.

Treasurer moves on to explain the expenditures

ØE comments that the fact we now have a transparent formula for AO will help us deciding how best to now redistribute that income fairly.

Action on ØE to update information sheet for AOs.

LI asks about claims from EADH representatives about attending the EADH Day 2015. Treasurer answers that this was not foreseen. LI suggests that if this becomes annual we should consider revisiting this (to be discussed under [item 8.1](#)). The budget will be revisited by the end of the day. AC notes the wrong date which will be corrected (Action on Treasurer to amend document of expenditures accordingly).

Treasurer suggests we change how we account for our reserves by adopting a 12 months basis system. Action on Treasurer to get in touch with IFA and trustees about revisiting the reserve policy after the 2015 accounts are closed.

Chair opens floor for questions once more.

LI asks whether given the healthy reserves we should discuss re-opening the small grants.

ØE points out that the presentation of the number is very clear now. Chair joins in thanking the Treasurer for his report and figures.

EB proposes the adoption of the report; CC seconds. This is carried unanimously.

Treasurer now moves to discuss the projected income. He notes that this projection does not include any funds being redistributed to AOs. The increase in budget is due to the proposed increase in outreach budget as well as contingency. AC asks clarification as to whether the outreach item would include support for EADH Days or not (she notes for instance that EASSH fee will be incurred again next year). Treasurer highlights that re-categorisation can be done. Options are discussed about how best to use the roughly EUR9k of income.

LI asks about the evaluation of the work of social media correspondents. AC states that officers discussed the option to reduce social media correspondents from three to two. Chair proposes to give resources to our web manager but it will be discussed later as content [item 8](#).

Chair proposes to discuss first strategies and content so as to communicate any changes to the budget to Treasurer at the end of the meeting.

Some specific amendments are suggested by committee members and unanimously agreed upon:

- include a specific budget item on AOs activities
- change label from 'difference' to 'disbursable surplus'

Action on Treasure to make the amendments outlined above.

Chair asks to adopt this budget as a frame of reference for deliberation on a preliminary budget. LI proposes, CEO seconds it. Unanimously carried.

Chair records thanks to Treasurer and moves back to [item 3](#).

6. Membership report

- Report [in Agora](#)

KvDO clarifies that online-only (or digital only) subscription to the journal is not an option OUP currently provides.

Problems with the joint membership option are outlined once more.

Chair thanks membership coordinator (FC) for this report, who in turn thanks David Beavan for his help.

7. Conferences

- Brief update [in Agora](#) with all details

Local organiser JR reports briefly on DH 2016 to be held in Krakow. JR summarises that main points including data on submissions (ca. 650). Number of parallel sessions will be negotiated with PC. CC mentions the addition of Busa lecture to the conference programme.

Chair thanks everybody who has been involved in the organisation together with the PC chair Manfred Thaller.

8. Outreach and communication

8.1 EADH day

Chair thanks EGB about making a wonderful first for EADH Day in Madrid last October.

Chair asks EB to report on plans for EADH Day Leipzig 2016 (7 March 2016). This will take place prior to the conference rather than at the start like it was in Madrid. EB would like to have some guidelines on a call as well as indication about specific support. LI volunteers to help with the organisation. EGB suggests that EADH representatives should attend to attract participation and help organising a programme for the day. ML proposes concrete actions to attract new people and make it an efficient outreach activity.

Chair proposes a small subcommittee including EGB, LI and EB with the mandate to draft a proposal including budgetary requirements.

With respect to the EADH Day 2017, we have some expression of interest from Lausanne (Erasmus + DH will take place in March 2017) and Rome (end of January 2017: AIUCD conference as well as DiXiT workshop).

Chair reminds us that in 2017 as well as 2018 the ADHO DH conference will be outside Europe making it particularly difficult for our constituency to take part. Hence something bigger and more ambitious event for 2017 could be planned.

FC thinks there could be multiple EADH Days as well as bigger event.

Chair proposes we discuss this on the mailing list with reference to specific scenarios. Action on FC and CC to discuss various considerations and possibilities somewhere in January.

9. AOB

Chair summarises again the budget implications so far. Of dispensable income 40% will go to AOs forum, 40% for EADH strategic decision, 20% to EADH contingency fund.

The meeting ends at 18.10.