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| Αποτέλεσμα εικόνας για RDA Europe logo | Task Force on Sustainability |

**1st meeting, 23 February 2017**

Notes, Fotis Karayannis, v1.1 - 31.03.2017

Present: Kathrin Beck, Sandra Collins, Hilary Hanahoe, Leif Laaksonen, Raphael Ritz, and Fotis Karayannis (note taker).

# Feedback on the Terms of Reference v1.4 and the proposed approach of the Task Force overall:

The main points raised were the following:

1. Add explicitly the target audience groups for the document. And include the EC and national funders. The RDA Council and the funders forum should be also explicitly mentioned.
2. Funding-Business model: Use the work done already by Mark and the Council subcommittee as a starting point. EC wants to understand better some points and estimate also the in-kind contributions.
3. Governance: There are on-going discussions re. RDA Europe 4 and the future of the RDA Foundation. And whether the latter will be a partner or a subcontractor.
4. Recommendations to be taken up by RDA Europe 4 and beyond. RDA Europe 4 also dynamic. Better to write “for the following phases of RDA Europe”. RDA EU 4 will be starting in 2018. Possibly February 2018.
5. The document should be concise (10 pages max), possibly with annexes. Even better 2-3 pages for each of the 3 main sections.
6. Include plenaries in the planning. 2 next plenaries: Present work if possible and discuss with Funders Forum and Council. Make a presentation at funders forum. Ask Mark for help. Augusto Burgueño and Jean-Claude Burgelman probably also there. Possibly interview funders’ forum representatives. Montreal possibly for reporting. Come up with some questions on Mark’s budget/business plan. Include what other regions are planning.
7. Create a private space (Organic Group).
8. Public or private document? Possibly private and consider some public parts (hybrid approach as GEDE) and a public version?
9. Updated ToR to be circulated in 3-4 weeks. No need for an extra meeting. Then work on the proposed approach/action plan. Fotis to come up with some main points for feedback. Fotis will be doing the work under the guidance and inputs of the Task Force.
10. Possibly have a meeting in Barcelona after the Secretariat meeting and/or go for a dinner on Monday afternoon/evening in Barcelona.