

## MINUTES

Supervisory Board Meeting of the SCG Electronic Network - Volvox

**Date:** 10. 06. 2004. godine

**Place:** The Regional Environmental Center for Central and Eastern Europe (REC)  
Country Office Serbia and Montenegro

**Time:** 14:00 hours

**Moderator of the meeting:** Ms Maja Spasojevic, Project Coordinator, REC CO SCG

Present participants:

- Ms Tanja Nikolic, Young Researchers of Serbia
- Ms Jelena Beronja, Young Researchers of Serbia
- Ms Mirjana Bartula, DEF SCG
- Mr Aleksandar Obrovski, „Vrelo“ Novi Sad
- Mr Bratislav Poprašić, „Ecology Center of Krusevac“
- Nikola Božić, Young Researchers of Serbia, Moderator and «content manager» of Volvox Network

### Meeting Agenda:

1. Call for Financial Support to develop multimedia presentations in relation with „25th Meeting for Friendship among Peoples“ in Italy. Discussion about developing proposal for presentation of Volvox Network.
2. Volvox Network Activity and Development of Network issues
3. Study tours in Italy
4. Other questions

1. Call for Financial Support to develop multimedia presentations in relation with „25th Meeting for Friendship among Peoples“ in Italy. Discussion about developing proposal for presentation of Volvox Network was the first issue on the agenda. It was agreed that Ms Nikolic, Ms Beronja and Mr Bozic agree with graphic illustrator about the development of multimedia presentation design. Members of Supervisory Board will coordinate with Moderator Mr Nikola Bozic in compilation of the existing material of Volvox Network who will submit consolidated concept paper to HQ by 25th of June the latest.

### 2. Regular Volvox Network Activity and Development of Network:

Discussion started with Project Coordinator informing the participants about Ms Branislava Vasiljevic farewell from the Network (she got immigration visa for Canada and moved there). Participants discussed about her replacement and it was agreed to hire new moderator Ms Nadica Nikolic, journalist by profession who is already introduced and involved in Volvox Network activities. Project coordinator asked for her CV submission and after the approval of her engagement, the Contract for Consultant work will be prepared. It was agreed by all members of Supervisory Board to extend and modify the

Contract for Mr Nikola Bozic (from July until September 2004) for his additional enlargement of engagement on the Volvox Network for not only content management, but also responsibility for the technical supervision of the Volvox web site and the whole Network and that consultant fee should be 250,00 EUR. Project Coordinator will prepare new Contracts for both Moderators.

It was also discussed about registration of domain of Volvox web site separately at domestic provider. (Mr Bozic will coordinate this issue).

It was agreed that the most active Local Coordinators will get the reward in form of granting them „Flat Rate“ monthly subscription to the internet provider. (Mr Bozic will make the report about the most active members on Network and based on that, the rewards will be given).

The question about additional equipment granting was raised. Members of the Supervisory Board asked would there be a possibility that some new NGO get the computer. Project Coordinator answered that this question will be discussed with responsible HQ Project Manager Mr Gabor Heves.

Also the question about Advanced computer training course for the most active Local Coordinators (using Internet tools) was raised among Members of Supervisory Board. Project Coordinator answered that this question will be discussed with responsible HQ Project Manager Mr Gabor Heves. (according to activity plan and available budget)

The discussion about the Development of Network took place next. It was discussed about the promotional package of the Network and members of Supervisory Board together with CO Project Coordinator agreed to make certain promotional material, consisted of:

- leaflet 12x12 (not more than 1000 copies)
- bookmark with calendar (1000 copies)
- mousepad (not agreed on the number of copies)
- small sticker in 3D (not agreed on the number of copies)
- T-shirts (not more than 100)
- small bags (not more than 1000)

It was agreed to make proposal about the budget for promotional material until June 20th 2004. the latest (still finding the best offers). Responsibilities: Ms Tanja Nikolic, Mr Nikola Bozic and Ms Jelena Beronja, coordinate activities with the suppliers and prepare the budget proposal. (special issue to discuss with HQ Project Manager and CO Project Coordinator)!

3. Study Tours in Italy: CO Project Coordinator informed the participants about the results of the previous training course and Ms Bartula impressions and disseminated the course material. Local Coordinators in cooperation with CO Project Coordinator will propose suitable candidates for the next round of trainings in time. Moderator of Network, Mr Bozic, will help in disseminating the information among all members.

4. After discussions and scheduling activities the additional question was raised to organize some kind of Course for NGO activists in Project Management. CO Project Coordinator marked there is no direct connection with the project organizing such kind of training. Members of Supervisory Board noted this is very important issue for the future functioning of Network. CO Project Coordinator told if there is some leftover from the budget, maybe this kind of training could be organized for all NGO members who express the highest interest. (to be discussed additionally if its sustainable)