Agenda YEMP Steering Committee Skype meeting - February 2018

Saturday, 10/2/2018, 13.00 - 15.00 German/Hungarian/Dutch time
14.00 - 16.00 Estonian/Lithuanian time

Chair: N.N.
Main task: Selecting 25 YEMPers (plus reserve list)
Additional task: talk about the coming months until the festival

Agenda:

- **Procedure of selection of 25 YEMPers, using the google list**
  1. the special case of the 5 (non-choral) STAMP YEMPers
  2. all other YEMPers - clear "yes"
        Do we have less or more than 20 with a clear "yes"?
        If more than 20 who could/should go to the reserve list?
        How is the age balance, gender balance, geographical balance?
        If less than 20, look at question marks
  3. establish final list with yes, no, reserve

- **Further agenda points:**

  decide who will write the messages to confirm the yes/no/reserve to the YEMPers
  and what has to be in it (confirm back until xxx, send travel booking)
  Sonja: add special message for 5 STAMP Yempers

  discuss the coming months:

  YEMP = "blended learning mobility" with obligatory online tasks in advance:

        Facebook group - who will make it?
        Add only confirmed YEMPers if somebody drops out, delete them from the list

        Once all YEMPers have confirmed **"Kick-off" Webinar** for all YEMPers
        (with Click-Meeting or Zoom, ECA-EC office can help to set it up)
        When? Who will do what during the meeting? A skype meeting needed to prepare?
              Explain basic structure of YEMP and decision-making processes
              Explain function of facebook group
              Explain online tasks in advance
                    STAMP Webinars
                          Webinar of ECA-EC is obligatory
                          Other Webinars are optional
              Other online tasks
                    Quizz like in 2015? (2 groups, 1 makes a quizz for the other,
                    1 makes a quizz about festival website, the other about ECA-
                    EC website / or three groups, 1 about STAMP? ;-)
                    Deadline? Who would make the groups and explain the task?
                    Other ideas?

        decide about next skype meeting (main task: Prepare training weekend)
              Homework in advance: Add your ideas to google doc

- **Leaders of Workshop for Trainers:**
  we must have a separate Skype meeting on the **Workshop for trainers**
  (Schedule / contents / task division - especially for Monday/Tuesday when we may be busy in
  parallel helping the team to get started / on the YEMP weekend, what together, what separate /
  timing of preparation / communication in advance etc.)