

DRAFT MINUTES**Board/GA Meeting**30th May 2018 (10:30-14:30)

BOZAR, Rue Ravenstein 23, 1000 Brussels, Belgium

Participants:

Bruno Robine* (GPNI – France), Oliver Grün (BITMI – Germany), Bo Sejer Frandsen (IT Forum – Denmark), Jose Luis Pancorbo (CONETIC – Spain), Javier Ridruejo (CONETIC – Spain), Fabio Massimo (CNA – Italy), Fabio Guasconi (CLUSIT – Italy), Peter Statev (BBS ICT – ICT cluster – Bulgaria), Andrei Kelemen (BBS ICT Cluj IT cluster – Romania), Sebastiano Toffaletti (DIGITAL SME), Paul Roevens (DIGITAL SME – Belgium), Nea Lulik (DIGITAL SME).

*Participation through remote video/audio connection

NOTE: all decisions are considered as taken by the board and then approved by the GA.

1. Approval of the agenda

Following a tour de table for individual introductions, the agenda (document PS83) is approved without modifications.

2. Approval of 2017 accounts

Oliver Grün presents the budget 2017 vs. accounts 2017. The accounts of 2017 are unanimously approved.

Fabio Massimo comments that if there is a positive surplus and this is not used by the association, then it might be paid back to the members. Oliver Grün explains that DIGITAL SME needs to build assets that ensure the sustainability of the association for the future, therefore the surplus is used to create a reserve. He explains that the existence of a reserve is necessary to ensure the correct functioning of an association. Moreover, it is noted that the surplus is not due to unspent income from membership fees, but from positive margins on services contracts.

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EUROPÄISCHE UNION DES HANDWERKS UND DER KLEIN- UND MITTELBETRIEBE
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Oliver Grün also adds in order to maintain financial sustainability of the association, sources of income have been diversified: membership fees, EU projects, service contracts, GDPR training and possibility more activities in the future. All board members agreed.

3. New Member: Infopark, Belarus

Sebastiano Toffaletti presented the association INFOPARK from Belarus that recently became Associate Member.

4. Establishment of DIGITAL SME France and Belgian association of IT SMEs

Sebastiano Toffaletti presents the proposal for DIGITAL SME France on behalf of Bruno Robine. In order to reduce the costs of the new French association, its secretariat will be managed directly by DIGITAL SME in Brussels. French members will nominate the president and the board, but there will be no hiring in France. 3 French organisations agreed to collaborate, and the first introductory meeting will be in June 2018. Members see it as an interesting development. Mr Frandsen notes that managing the French association should not be done at the expense of DIGITAL SME, but should be duly paid for it. Sebastiano Toffaletti confirms that this will be the case, so all the costs will be paid by the French members.

Paul Roevens (guest) presents the idea of the Belgian association of IT SMEs as per doc PS085. He is leading this initiative and the constitution of the new association is expected during or immediately after the summer. Membership in DIGITAL SME is a condition built in the association's statutes.

5. Report of activities

Project Managers Justina Bieliauskaite, Guido Sabatini and Davide Cassanmagnago presents projects, events and policy campaigns as per docs PS086, PS087, PS088, PS089, and PS090. Members remark the substantial increase in activities and compliment the team for the good work. It is noted that the most recent new projects integrate among its partners also national associations that are members of DIGITAL SME.

Mr Toffaletti explains the established partnership with the university VUB and the trainings for SMEs on GDPR.

6. New initiatives

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Sebastiano Toffaletti presents the proposal to create Working Groups on thematic areas, e.g. cyber security, digital skills and standards, to lead the development of new positions and initiatives by DIGITAL SME. The WGs should be composed by experts nominated by the members and should work on a voluntary basis.

Members agree unanimously with the proposal.

7. A.O.B.

No other business.

1. Next meetings

Andrei Kelemen suggests that DIGITAL SME gives visibility to national SMEs activities in a rotation system, whereby every period – 2 or 3 month, focus in on one member. During that period companies members of that member can post their initiative and receive visibility on the DIGITAL SME communication channels.

Members agree that the idea is interesting and request the secretariat to give considerations to its feasibility.

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