

Reports of Supporting Committees

**EURACT Council meeting
March 1 – 4, 2000
Eilat, Israel**

REPORT OF COMMUNICATION COMMITTEE

Present: Justin Allen, Yonah Yaphe, Mårten Kvist, Sakis Simeoidis, Margus Lember, Adam Windak, Dag Søvik, Owen Clarke, Okay Basak, Michael Kochen, Philip Sciortino

1. Publicity leaflet

The final draft from Igor was considered. A number of minor changes were suggested. The task force section needs rewriting in view of previous decisions; the section on publications should be split into NLG and Euract sections but there should be no other subdivisions; participation in Mallorca should be included, and a missing NLG statement is to be forwarded to Yonah to scan to website, and information to Igor for inclusion; the selected bibliography should be deleted. It was recognised that if the "expertise" database is developed a full bibliography will become available.

Action: Present to council for approval

Igor to edit and forward to Margus for printing

Marten to forward missing NLG publication to Igor and Yonah

Margus to print 1000 copies for distribution to members and national organisations.

Justin to secure funding for printing

2. Website

Updating - recent problem caused by temporary glitches with Yonah - now remedied. However it was pointed out that he was doing everything without administrative support - needs minimum of 1 half day per week for a) monitoring site, deleting outdated material, b) scanning in new documents, c) entering new information on courses etc.

Action: Justin to bid for funding for 0.1 administrator

Membership data

a) Organisations in Collaboration and national associations sponsoring members are the only ones to have websites listed as a service to them. Links to other directories to be provided for others.

Action: Yonah to obtain lists from Agnes and edit web pages

b) Individual members address list - a secure section accessed by password can be provided at no cost. Members to be mailed annually via Council member with change of password.

Members only area

As this can be provided so easily, all the documents provided freely at present should be in the open section as introduction only and full documents in the members' only area. (At the subsequent Council discussion it was suggested that a further field of members interests and areas of expertise could be entered)

Action: Sakis to arrange technology

Agnes to obtain by direct mailing, or from Council members an up to date list of members, addresses including email, and interests.

Yonah to liaise with Agnes to get up to date Council list on the web

Additional material-further ideas for the web site

Teaching materials - this was a suggestion from Sakis, who had not however developed his idea any further. One way might be to put on the site the course material or work books from the various teachers' courses. For further reflection before next meeting.

Useful primary care web site list - Michael Kochen has developed such a list and will provide it for the members' only section.

3. Journal Pages

These seem to be working reasonably well, although the relevance of the meeting reports was questioned, as they appear so far after the meeting. Group members saw the most recent proof, for the March edition. For lack of space the hospital posts statement was not included, and will be in the next edition, together with the short report from this meeting, and an introduction to the web site. Future editions will contain country reports from Lithuania, Belgium, Greece, Israel or Austria.

Action: Yonah to produce web introduction by mid April

Justin to develop author guidelines for country reports.

Justin Allen

REPORT OF MEMBER SERVICES COMMITTEE

Group leader: Egle Zebiene, members: Jan Heyrman, Ivar Ostergaard, Mladenka Vrcic-Keglevic, Igor Svab, Janos Szabo, Owen Clarke, Dolores Fores, Gertraud Rothe, Bernard Gay.

The support committee is established to provide benefits for the EURACT members and strengthen links between members and country representatives. Our task is making the membership more attractive and valuable. Some problems occur within countries to keep the high number of members, so some strategy is to be developed to support country representatives in their activities.

Current benefits offered for the members include:

- Reduced participation fees in conferences and courses under EURACT patronage,
- EURACT website, (free for everyone now);
- Reports after council meetings (provided by country representatives);
- Contribution to the local initiatives during EURACT council meetings;
- Possibility to get contacts with other members;

In future we have to consider other possibilities, as:

- Small grants and fellowships supporting training activities;
- Areas of expertise offered by council members;
- List of future conferences and other activities on website;
- EURACT materials produced during council meetings to be distributed among the EURACT members;

As this was the first meeting of the group, plan of future actions will be developed during the next meeting.

Egle Zebiene