

LTEG WG  
Steering group skype meeting  
Wednesday, 19th of October 2011  
Time: 8pm CET

Present: Sarah, Magdalena, Maria K., Marta

## AGENDA

1. LTEG SG 2012 organisation
  - a. contact person - mainly checking e-mails: Magda will do it!
  - b. coordination of skype meetings - doodles, draft agendas - Sarah will continue doing it!
  - c. inviting LTEG activists to SG skype meetings? - in order to get the activists more involved during the year - we would try to invite the activists to join the meetings and send a brief summary of 5 sentences to send on the activist mailing list (the minute taker would be responsible of that)

2. documents for LTEG's application to get WG status for 2012

Sarah summarised the PoA to fit on 1 page,  
Activity Report for 2011 will stay the way it is (1,5-2 pages),  
Intro to the activity report for 2011 stays.

Sarah will forward the document to Ingrid.

3. updates to SCI address list

We should mention the names of the new SG members.

But if you have questions about the database you should send them to [projects@lteg.echinops.ch](mailto:projects@lteg.echinops.ch)  
The address of the LT database should be added to the address list.

4. POT 2012
  - a. overview situation [Marta] - the application was rejected by the Austrian NA;
  - b. new host [Magda] - the board of OWA did not decide yet, they will decide tomorrow;
  - c. new grant application: timeline, task division for submission - we will communicate via email once we know if OWA will host the activity;

Issue: Polish NA is very strict about double financing, so in the call we would have to explain that EVS volunteers would need to be self-financed.

5. Others
  - a. LTV PPs 2012 (changes due to new layout) - the designer moved some elements around - no changes to the content were introduced, so it doesn't have to pass through the AM
  - b. grant application for LTEG AM 2012 through IS - Sarah never got an answer to the questions from last week, Magda didn't get a reply from SCI Slovenia
  - c. deadline call ICM participants - for now we count in the answers from OWA and KVT to see if Magda or Maria will be their delegates
  - d. international funding team - Ingrid sent an e-mail to ask if anything has happened in that matter; we didn't really get specific feedback. Ingrid can send the call again and see if there is better feedback;

- e. spreading minutes of LTEG meeting and LTEG AM - all the participants of NSPM and all the WGs will receive the minutes tonight; after feedback Sarah will send it to Ingrid;
- f. answer to SCI-IVS USA (about outstanding financial liabilities) - formal statement for the branch that they have to debt to LTEG; Sarah will send the Financial Report for 2011 stating the surplus, so there are no liabilities;
- g. PLOT 2012 - Maria would contact the interested people on behalf of the SG; Marta will send the overview of evaluations and suggestions;