

Minutes for the PREPSEC International board meetings the 13th and 19th of November 2012

Present : Robert, Knut, Borge (19th only), Bengt, Bettina (13th only), Eva (19th only), Sara (regrets)

1. Minutes from the meeting of the 8th of October, 2012

Resolution:

The interim board approves the minutes from the meeting the 8th of October 2012

2. Where are we now?

Background for the item:

As I have understood, everybody has had an extremely busy autumn, and we have not been able to follow up and finish what we decided to do at the last meeting.

1. The web-site

Knut has been working with the web-site, but it does not seem that the company has posted all the new stuff on the site. There has been some discussion about money with several bills, but now the payment has been made, the programs and the board will be on the site very soon. Knut has also asked them to publish members names in cooperation with Bettina. The preliminary site is at

<http://artapp.crosscode.no/>

Resolution: Knut is continuing to work with the website and will be getting the website people working on adding committee info categories and updating the information we have prepared and getting it ready to go live.

2. Registering the organization

Background: Borge has worked with this and will give an orientation at the meeting. Board members will need to obtain a document to fill out and send it back to the Registration people with a copy of identification signed by an official to authenticate the document.

Resolution: Borge will continue to work out this process with the board members and the registration board. We will need to copy Borge when we send our documentation to the registration company. Borge will keep us informed of the process.

3. Recruiting members

Background: Bettina and Robert have begun the process of preparing an invitation for PREPEC International membership .

Resolution: The process is not yet complete. Bettina and Robert have scheduled a meeting to complete the task. Board members are asked to comment on the letter at this point in time. Feedback received has suggested the inclusion of a clearer method of payment for membership .

4. Insurance

Background: The decision at the last meeting was that Sara should investigate which type of insurance an organization like others should have, including the cost of such insurance. However – Sara was not present at the last board meeting and this might not have been followed up

Sara needs to follow up on that.

Summary: In this meeting we need to determine where we are in these processes and make a realistic plan for the things we need to do.

Resolution: The board will have the next meeting the 10th of December, 2012. In the meantime the board members responsible respectively for the web-pages (Knut), Registration (Borge), letter to members (Bettina and Robert) and insurance (Sara) try to move a step forward and be prepared to report on the status of these action items for the next meeting .

Respectively submitted,

Robert Calame
Secretary