CO-OP
Co-creative cooperation with culture volunteers and managers

NORDPLUS Adult

33.8.2021
TH & hjv

Fourth partner meeting in Leknes, 16 – 19 August 2021

Programme and Agenda, version 1

Content

Time and place 1
Practical information 2
Mobile numbers and Skype names of the participants 2
Objectives of this third meeting 2
Agenda of the meeting (version 1 – 17.10.2019) 3

Time and place

Time: **Tuesday , 17th Aug, 9:30 – 18:30 & – Wednesday, 18th Aug, 10:00 – 19:30**
Place: **Meieriet cultural centre, Storgata 27, 8070 Leknes and excursions**
See https://www.meierietkultursenter.no/

The municipality's unit of culture:

Located in Meieriet culture center – a former dairy and fish food factory. Opened as a cultural center in 2017. Departments in the unit of culture are library, cinema, culture school, Qltura – leisure club for youth, and tourist information. In addition, there are two private tenants; a cafe and an art shop. The culture center has a great hall for concerts, theatre, dance, cinema, conferences, etc. There are also a smaller hall mainly for cinema and a big room for different events. Picture attached.

A lot happens in Meieriet culture center: https://www.meierietkultursenter.no/
In the unit of culture there are 36 employees, see https://www.meierietkultursenter.no/om-meieriet-kultursenter/ansatte/

Practical information

Refunding of costs & needed documentation

The gross unit support is 630 euro for one foreign participant per organisation. This amount will be refunded minus each partner's share of the host cost for coffee breaks, meals, excursions, etc.

The needed documentation for your participation is a signed attendance list from the start of the meeting as well as a copy of your travel ticket/boarding card to confirm your place of departure.

Hotel

Bente, KSD and Hans, Interfolk from Denmark will stay at Scandic Hotel in the center of Leknes. Ilona and Leva, Culturelab from Latvia will have an Airbnb accommodation at Engbakken 14, Lofoten - Leknes, Nordland 8370.

It is still not clarified, if Justas, OAM fra Lithuania will join due to possible covid-19 restrictions.

Travel information

Bente, MOF and Hans, Interfolk have booked return flight using SAS (Copenhagen – Oslo) and Wideroe (Oslo – Leknes), where we arrive to Leknes Monday, 16th Aug, 13:20 – and depart from Leknes, Saturday, 21st Aug, 11:40. The bookings can be changed until departure.

Ilona and Leva, Culturelab will arrive on 13 August at 15:30 with Wideroe flight from Bodo, and their departure flight is on 19 August early morning 7:20 AM from Leknes airport.

Culture programme/Cultural visits

During Tuesday, 17th August we will meet employees of the cultural unit and having a look of Meieriet, and experience a cultural event in the city.

During Wednesday, 18th Aug we will have excursions to Borge Church, Lofotr Vikingmuseum, Rokkvika porcelain factory, and Galleri 2, arts, and there may also be time for some Sight-seeing in Lofoten, including dinner.

Mobile numbers and Skype names of the participants

Bente von Schindel, MOF (DK)	(+45) 29 64 70 40	* von.schindel
Hans Jørgen Vodsgaard, IF (DK)	(+45) 51 300 320	* vodsgard
Trond Handberg, VM (NO)	(+47) 928 53 062	* trond.handberg
Ilona Asare , Culturelab (LV)	(+371) 26 01 11 02	* karkasonn
Justas Rimavičius, OAM (LT)	(+370) 6561 0225	* cid.7532e37a2d6d898b

Objectives of this fourth meeting

The objectives are

- To clarify the final dissemination activities
- To evaluate the project
- To clarify the concluding financial management
- To plan the final project evaluation and reporting of the project
- To discuss and clarify possible follow-up activities

Agenda of the meeting (version 1 – 9.8.2021)

1. Formalities
   a) Welcome and practical information
   b) Appoint a moderator and a reporter
   c) Approval of the agenda
   d) Sign Attendance List
2. Since last time: Info on matters not included in the items below
   a) Possible news from the coordinator and partners
   b) Other issues.
3. Dissemination activities. (WP 17)
   a) Status of work, by Bente
   b) Clarify the final dissemination activities. Who does what and when?
4. Project website (WP 16)
   a) Status of work, by Hans
   b) Clarify the final updates and continued subscription period. Who does what and when?
5. Final impact evaluation (WP 18)
   a) Status of work, by Ilona
   b) Clarify schedule. Who does what and when?
6. Concluding financial management (WP 19)
   a) Clarify the remaining payments, by Hans
   b) Schedule the concluding financial management schedule. Who does what and when?
7. Overall project evaluation
   a) Evaluate the project work and its impact
   b) Oral evaluation round of this partner meeting
8. Possible follow-up activities
   a) Discuss possible follow-up activities
   b) Schedule possible preparation of follow-up projects
9. Final project reporting
   a) What is needed for the project reporting
   b) Schedule the concluding project reporting
10. Need for final zoom partner meeting(s)
11. A.O.B. (any other business)